



## 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 May 14, 2024, in the Lewis Auditorium of The Urbana Free Library, 210 West Green Street, Urbana, IL.

### AGENDA

- 1.0 Call to Order**
- 2.0 Roll Call/Attendance**
- 3.0 Additions, Corrections, Modifications of the Agenda**
- 4.0 Approve the Agenda**
- 5.0 Public Comment**
- 6.0 Presentations**
  - 6.1 Do you know about ALICE? New data about our community: Asset-Limited, Income-Constrained, Employed (ALICE) Households: Sue Grey, United Way of Champaign County
  - 6.2 Introduction of Lyndzie Taylor, Manager of Communications and Development
- 7.0 Action Items (Consent Agenda)**
  - Board Meeting Minutes of April 9, 2024
  - Payroll for April 19, 2024; total \$120,885.78
  - Payroll for May 3, 2024; total \$125,085.55
  - Bills for April 11, 2024; total \$8,886.89
  - Bills for April 18, 2024; total \$13,236.96
  - Bills for April 25, 2024; total \$18,469.99
  - Bills for May 2, 2024; total \$30,649.67
  - Bills for May 9, 2024; total \$53,099.93
- 8.0 Action Items (Individual)**
  - 8.1 A Program of Spaces for the Expansion and Renovation of The Urbana Free Library
  - 8.2 Annual Review and Designation of Non-Resident Cards
  - 8.3 FY25 Compensation of Executive Director
  - 8.4 Resolution 2024-06 to Accept Urbana Arts Grant
  - 8.5 Resolution 2024-07 to Approve FY25 Budget
  - 8.6 Resolution 2024-08 to Enter into an Agreement Between The Urbana Free Library and Country Arbors Nursery, Inc.
  - 8.7 Resolution 2024-09 to Accept Gifts
  - 8.8 FY24 Budget Amendment
- 9.0 Discussion Items**
- 10.0 Reports of the Liaison Officer**
  - 10.1 Friends of The Urbana Free Library
  - 10.2 The Urbana Free Library Foundation
  - 10.3 Illinois Heartland Library System
- 11.0 Administrative Report**
- 12.0 Board, and Committee Reports**
- 13.0 Board President Report**
- 14.0 Unfinished Business**
- 15.0 New Business**
- 16.0 Adjournment**

The next regularly scheduled meeting of the Board of Trustees of The Urbana Free Library will be June 11, 2024, at 7:00 PM.

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



# Director’s Report

**Date:** May 9, 2024

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

**From:** Celeste Choate, Executive Director

**Re:** Director’s Report for Board Meeting of May 14, 2024

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## Strategic Plan Progress



**ENHANCE** We steward our physical and financial resources to serve evolving community needs that support growth and sustainability.

- The Library has been awarded \$3,550 for a 2024 Urbana Arts Grant project. Local artists can apply to be one of three artists-in-residence and to create multiple workshops for all ages. Staff recommend Board approve Resolution 2024-06 to accept the grant.
- The Library has received grants from the Friends of the Urbana Free Library for new home delivery bags and The Urbana Free Library Foundation for new porch furniture. Staff recommend the Board approve Resolution 2024-09 to accept these gifts.
- Thanks to partial funding from The Urbana Free Library Foundation, Elaine Bearden, Lauren Chambers and Celeste Moutos attended the national Public Library Association conference in Columbus, OH. Celeste participated on a panel which presented to an estimated 300 people about the Institute of Museum and Library Services (IMLS) grant received by UIUC on [“Protecting Patron Privacy in Public Libraries: Practices and Challenges.”](#)
- In April, the Library received laptops, drawing tablets, new storage carts, and other maker supplies totaling about \$10,000 from the Building Beyond the Barriers Community Grant partnership with the CU Fab Lab. These supplies will expand the type of maker workshops the Library can hold and increase the number of community members we can host at our current maker programs.
- The long-anticipated Building Program is ready for review and Board approval. Staff recommend approval of this important and thorough document, which is intended to “guide the architect selected by the Library’s Board of Trustees in the remodeling and/or expansion of the Library’s current building or the construction of a new building” (Purpose, p. 11). Many thanks to Fred Schlipf

for donating his time and expertise to create the initial drafts of the plan, and to Joe Huberty of Engberg Anderson for incorporating recent staff feedback and finalizing the program!

- Rachel Fuller has been elected to the Illinois Library Association’s Executive Board. Beginning July 1, 2024, Rachel will serve a three-year term as Director-at-Large; she was elected by library professionals throughout the State of Illinois.



## EMBRACE

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

- The Library hosted two exhibits for the Boneyard Arts Festival. Partnering with Fine Arts Coordinator Cara Maurizi from Urbana School District 116, the first exhibit in the children's area exhibit featured student art, like sculptures of food created from found materials, self-portraits, and color value watercolor paintings. Families excitedly visited the Library's ground floor to find their student(s) pieces on display. The second exhibit featured the BIPOC Artist Collective (Black, Indigenous, People Of Color), whose work is currently displayed on the first floor. The BIPOC Artist Collective exhibit opening reception was visited by over 80 community members. Exhibiting artists include UI professors, local arts business owners, and even a young person who grew up in our community and is now attending the School of the Art Institute of Chicago.



## EMPOWER

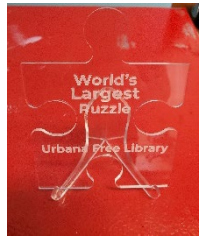
We connect people with tools and resources for learning, knowledge exchange, and personal growth that leads to greater fulfillment.

- A new digital exhibit is now live on the Library’s website. [LGBTQ Spaces in Champaign County](#) features a select number of private and public spaces where LGBTQ people have met in Champaign County history, as well as outlining the trajectory from criminalization to legal protections on the basis of sexual orientation, gender identity, and choice of clothing in the cities of Champaign and Urbana. The exhibit was curated by Archives Apprentice, Adam Beaty.
- The 16<sup>th</sup> Fairy Tale Ball was a huge success with the largest attendance so far, over 1,800 community members. Activities ranged from dancing to archery to fortunes told by a witch. This was also the first year the Champaign County Historical Archives participated by offering a craft, and the expanded number of activities provided a greater variety of experiences for kids and their families.
- Spring is the culmination of the Battle of the Books partnership between parents, teachers, school librarians, and The Urbana Free Library, in which upper elementary students read from a selected list of books and "battle" over answers to true/false questions and "In which book..." questions. Battles take place at different schools, and so far, over 400 students have participated this year.
- The Illinois Data Science Club (iDSC) focuses on encouraging students to explore data science through workshops, guest speakers, and social events. Each semester, the club hosts the Data Dive, which is a competition in which teams analyze a dataset that is important to them and present their results to judges. This semester, employee Lara Terpetschnig and her fellow team members in “Third Space” used circulation data from The



Urbana Free Library, and they were crowned the winning team. Congratulations, Third Space!

- Urbana was in the 98<sup>th</sup> percentile for eclipse coverage, so the Library held a community viewing party and gave out over 1,000 eclipse glasses at the party and during the week leading up to the eclipse. At the viewing party, community members made a corona craft, played an eclipse game, and drew with chalk. Including 32 Spanish/English middle school students who attended the party and got a tour of the Library, over 300 community members attended the viewing. Several commented on how much they enjoyed the laid-back and friendly atmosphere where people talked and shared their eclipse glasses with those who didn't have any.
- Local theatre historian Perry Morris gave a talk on the history of the Princess Theatre to 28 community members. He started with the buildings and businesses that were built on Main Street before the Theatre opened and then gave an in-depth overview of the architectural history, renovations, and ownership changes that took place through the years.
- During the winter, the Library was a location where community members could put together sections of a 60,000-piece jigsaw puzzle. The complete puzzle was unveiled on display at the University of Illinois' main library, and as a thank you, the coordinators gave the Library a commemorative puzzle piece acknowledging our partnership in the project.



## Action Item Details & Additional Information

The following budget amendments are requested by staff:

- In order to cover anticipated expenses between now and the end of the fiscal year, a transfer between Facilities expense budget lines:
  - \$18,000 increase to Other Contractual Services (80280805 52999)
  - \$18,000 decrease to Building Maintenance and Repairs (80280805 52201)
- If the Board approves Resolution 2024-09 to accept gifts from The Urbana Free Library Foundation and the Friends of The Urbana Free Library, please also approve these increases to revenue and expense lines:
  - \$3,013.18 increase to Donations/Contributions/Gifts (802 46300)
  - \$3,013.18 increase to Other Supplies (80280801 51900)
  - \$2,635 increase to Donations/Contributions/Gifts (802 46300)
  - \$2,635 increase to Office Furniture (80280805 51420)

## Communication

### Library Newsletters

- The TUFL Times, April 2024: <https://ufliil.patronpoint.com/email/preview/103>
- The TUFL Times: Youth Edition, April 2024: <https://ufliil.patronpoint.com/email/preview/104>
- Archives Newsletter, April 2024: <https://ufliil.patronpoint.com/email/preview/105>

### Library News

- April 1, 2024, *Smile Politely* - Poetry month begins with Janice Harrington at the Urbana Free Library <https://www.smilepolitely.com/splog/poetry-month-begins-with-janice-harrington-at-the-urbana-free-library/>

- April 8, 2024, *American Libraries Magazine* - PLA Day 3: Dulcé Sloan brings laughs, librarians talk censorship and privacy <https://americanlibrariesmagazine.org/blogs/the-scoop/protect-yourself/>
- April 8, 2024, *Illinois Public Media* - Illinois Prepares for the 2024 Solar Eclipse <https://ipmnewsroom.org/solar-eclipse-2024/>
- April 17, 2024, *Smile Politely* - Learn more about birding in every season <https://www.smilepolitely.com/splog/learn-more-about-birding-in-every-season/>
- April 18, 2024, *Chambanamoms.com* - Everything Plant Lovers Need to Know in Champaign-Urbana <https://www.chambanamoms.com/2024/04/18/champaign-urbana-plant-lovers/>
- April 18, 2024, *Smile Politely* - We went to Boneyard 2024 and here's what we saw <https://www.smilepolitely.com/arts/we-went-to-boneyard-2024-and-heres-what-we-saw/>
- April 21, 2024, *News-Gazette* - Kayla Duff/review | A fascinating examination of women's health care then vs. now [https://www.news-gazette.com/arts-entertainment/books/kayla-duff-review-a-fascinating-examination-of-womens-health-care-then-vs-now/article\\_e65200a5-39fd-598e-a737-f152eeabb55e.html](https://www.news-gazette.com/arts-entertainment/books/kayla-duff-review-a-fascinating-examination-of-womens-health-care-then-vs-now/article_e65200a5-39fd-598e-a737-f152eeabb55e.html)
- April 2024, *Midwest Archives Conference Newsletter* - Finding Community in Collections: Rehousing the Stephen Storch Photography Collection [https://midwestarc.memberclicks.net/assets/documents/Newsletters/2024\\_MAC\\_Newsletter\\_April\\_FINAL.pdf](https://midwestarc.memberclicks.net/assets/documents/Newsletters/2024_MAC_Newsletter_April_FINAL.pdf)

## Budget Information

- Budget and FY24 Financial Reports: <https://urbanafreelibrary.org/about-us/your-right-to-know/financial-reports>

Bank reconciliations for the last day of the month: July 2023 - June 2024						
	July	August	September	October	November	December
Illinois Funds account	\$ 216,906.99	\$ 217,911.90	\$ 218,899.07	\$ 219,927.40	\$ 220,925.10	\$ 221,950.01
Busey Bank Cash accounts	\$ 2,943,480.37	\$ 3,147,582.21	\$ 4,212,416.00	\$ 3,925,611.70	\$ 3,784,810.07	\$ 3,380,738.88
Busey Bank Web account	\$ 68,388.69	\$ 73,630.53	\$ 77,357.69	\$ 80,143.02	\$ 82,442.05	\$ 84,910.90
<b>Total</b>	<b>\$ 3,228,776.05</b>	<b>\$ 3,439,124.64</b>	<b>\$ 4,508,672.76</b>	<b>\$ 4,225,682.12</b>	<b>\$ 4,088,177.22</b>	<b>\$ 3,687,599.79</b>
	January	February	March	April	May	June
Illinois Funds account	\$ 222,966.74	\$ 223,923.54	\$ 224,951.06			
Busey Bank Cash accounts	\$ 3,387,341.60	\$ 3,026,051.93	\$ 2,747,741.33			
Busey Bank Web account	\$ 87,309.85	\$ 89,834.78	\$ 93,917.34			
<b>Total</b>	<b>\$ 3,697,618.19</b>	<b>\$ 3,339,810.25</b>	<b>\$ 3,066,609.73</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

WARRANT L0419

PAY PERIOD 03/31/2024 to 04/13/2024

CHECK DATE 04/19/2024

YEAR 2024 PERIOD 10  
 EXPENDITURE ENTRIES  
 SHORT DESC PAY041924

GL EFF DATE 04/19/2024  
 REFERENCE L0419  
 REFERENCE2 8L0419

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

ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
		GL EFF DATE 04/19/2024
LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,114.52
LIBRARY CENTRALIZED COSTS	INSURANCE	11,693.34
LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	6,999.91
LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,714.47
ARCHIVES	SALARY - REGULAR EMPLOYEE	10,302.58
LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,580.80
LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	15,291.24
LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	40,210.40
LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,340.17
LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	7,638.35
<b>FUND TOTALS</b>		<b>120,885.78</b>
<b>GRAND TOTALS</b>		<b>120,885.78</b>

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

WARRANT L0503

PAY PERIOD 04/14/2024 to 04/27/2024

CHECK DATE 05/03/2024

YEAR 2024 PERIOD 11  
 EXPENDITURE ENTRIES  
 SHORT DESC PAY050324

GL EFF DATE 05/03/2024  
 REFERENCE L0503  
 REFERENCE2 8L0503

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2024	PERIOD 11				GL EFF DATE 05/03/2024
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,122.11
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	12,490.91
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	7,223.94
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	5,893.57
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,692.76
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,377.91
80280806	50110		LIBRARY ACQUISITIONS	SALARY - REGULAR EMPLOYEE	15,404.07
80280807	50110		LIBRARY CIRCULATION	SALARY - REGULAR EMPLOYEE	40,376.35
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,444.68
80280809	50110		LIBRARY COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	10,059.25
<b>FUND TOTALS</b>					<b>125,085.55</b>
<b>GRAND TOTALS</b>					<b>125,085.55</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L041124 04/11/2024  
 DUE DATE: 04/11/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2943	AMAZON CAPITAL SERVIC	0000		INV	04/11/2024	1Q9V-X1VY-CJJN				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080831 52801		ADMIN GIFT	AD PROG		197.87				
							197.87			
						<b>CHECK TOTAL</b>	<b>197.87</b>			
96	AMEREN ILLINOIS COMPA	0000		INV	04/11/2024	64692				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52600		LIBR FAC	UTILITIES		327.71				
							327.71			
						<b>CHECK TOTAL</b>	<b>327.71</b>			
2334	CHAMPAIGN MULTIMEDIA	0001		INV	04/11/2024	Ad 01076170				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 53200		LIBR FAC	BUILDING		65.60				
							65.60			
						<b>CHECK TOTAL</b>	<b>65.60</b>			
3208	SUNDAY NEWS DELIVERY	0000		INV	04/11/2024	64685				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51803		A&Y PROG	LIBR PER		121.86				
							121.86			
						<b>CHECK TOTAL</b>	<b>121.86</b>			
549	FIRST NATIONAL BANK O	0000		INV	04/11/2024	64679				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080831 52801		ADMIN GIFT	AD PROG		450.00				
	2 80280800 52320		LIBR ADMIN	TRAVEL		329.00				
	3 80280809 51812		LIBR COMM	LIBR SUPP		50.00				
	4 80280803 52320		ARCHIVES	TRAVEL		45.00				
	5 80280805 52201		LIBR FAC	BLDG MAINT		677.88				
	6 80280808 51500		LIBR IT	SHARED IT		411.60				
	7 80280808 52320		LIBR IT	TRAVEL		525.00				
	8 80280801 52902		LIBR CTRL	POST PRINT		242.44				
	9 80280805 51410		LIBR FAC	SMALL EQ		41.88				
	10 80280801 51900		LIBR CTRL	OTHER SUPP		6.00				
							2,778.80			
						<b>CHECK TOTAL</b>	<b>2,778.80</b>			



## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L041124 04/11/2024  
 DUE DATE: 04/11/2024

CASH ACCOUNT: 802		10100	CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3390	GREAT AMERICA FINANCI	0000	INV	04/11/2024	36247152					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 80280808 52203	LIBR IT	MAINT AGRM		354.21					
						354.21				
					CHECK TOTAL	354.21				
1264	ILLINOIS AMERICAN WAT	0001	INV	04/11/2024	64687					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 80280805 52600	LIBR FAC	UTILITIES		25.09					
						25.09				
					CHECK TOTAL	25.09				
254	CAROL INSKEEP	0000	INV	04/11/2024	64680					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 80280809 51812	LIBR COMM	LIBR SUPP		119.58					
						119.58				
					CHECK TOTAL	119.58				
3430	MANSFIELD POWER & GAS	0000	INV	04/11/2024	MNS265260					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 80280805 52600	LIBR FAC	UTILITIES		2,188.46					
						2,188.46				
					CHECK TOTAL	2,188.46				
106	CELESTE MOUTOS	0000	INV	04/11/2024	64681					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 80280800 52320	LIBR ADMIN	TRAVEL		593.74					
						593.74				
					CHECK TOTAL	593.74				
54	OVERDRIVE INC	0000	INV	04/11/2024	01018CO24102707					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 80280802 51811	A&Y PROG	DOWNLOAD		1,927.71					
						1,927.71				
					CHECK TOTAL	1,927.71				

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L041124 04/11/2024  
 DUE DATE: 04/11/2024

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
301	UNIQUE MANAGEMENT SER	0001		INV	04/11/2024	6124707					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			39.40				
										39.40	
301	UNIQUE MANAGEMENT SER	0001		INV	04/11/2024	6124708					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 52902		LIBR CTRL	POST PRINT			131.18				
										131.18	
						<b>CHECK TOTAL</b>				<b>170.58</b>	
6	RACHEL VELLENGA	0000		INV	04/11/2024	64682					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP			3.38				
										3.38	
6	RACHEL VELLENGA	0000		INV	04/11/2024	64683					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP			12.30				
										12.30	
						<b>CHECK TOTAL</b>				<b>15.68</b>	
15	INVOICES						8,886.89			8,886.89	
						<b>WARRANT TOTAL</b>					
						<b>CASH ACCOUNT BALANCE</b>				<b>2,195,872.35</b>	

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Ck Run Id# Summary

CK RUN ID#: L041124 04/11/2024  
 DUE DATE: 04/11/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280800	LIBRARY ADMINISTRATIO	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 922.74 6,927.58
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES 45.40 13,694.75
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52902-	POSTAGE & PRINTING 373.62 1,648.10
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51803-	LIBRARY PERIODICALS 121.86 1,270.17
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51811-	DOWNLOADABLES 1,927.71 30,091.54
802	80280803	ARCHIVES	802-60-80-803-000-52320-	TRAVEL, EDUCATION AND 45.00 1,650.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51410-	SMALL TOOLS & EQUIPME 41.88 1,575.96
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI 677.88 91,097.77
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES 2,541.26 34,596.28
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-53200-	BUILDING 65.60 1,908,517.71
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS 411.60 77,009.78
802	80280808	LIBRARY IT	802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 354.21 838.56
802	80280808	LIBRARY IT	802-60-80-808-000-52320-	TRAVEL, EDUCATION AND 525.00 750.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 172.96 9,571.73
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 12.30 2,896.31
<b>CASH ACCOUNT 802 10100</b>			<b>BALANCE 2,195,872.35</b>	
810	81080831	ADMIN GIFTS	810-60-80-831-000-52801-	LIBRARY PROGRAMS 647.87 -2,156.46
<b>CASH ACCOUNT 802 10100</b>			<b>BALANCE 2,195,872.35</b>	
			<b>FUND TOTAL</b>	<b>8,239.02</b>
			<b>FUND TOTAL</b>	<b>647.87</b>
			<b>WARRANT SUMMARY TOTAL</b>	<b>8,886.89</b>
			<b>GRAND TOTAL</b>	<b>8,886.89</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I041824 04/18/2024  
 DUE DATE: 04/18/2024

CASH ACCOUNT: 802		10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
3125	ALLIANCE ENTERTAINMEN	0000		INV	04/18/2024	PLS79270096						
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>						
	1 81080832 51801			ADULT GIFT LIBR BOOKS		37.46						
							37.46					
3125	ALLIANCE ENTERTAINMEN	0000		INV	04/18/2024	PLS79273866						
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>						
	1 80280802 51805			A&Y PROG CD		20.50						
	2 80280802 51806			A&Y PROG DVD		76.49						
	3 802 46290			LGEN FUND OTHR REIMB		9.26						
							106.25					
3125	ALLIANCE ENTERTAINMEN	0000		INV	04/18/2024	PLS79276823						
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>						
	1 80280802 51809			A&Y PROG GAMES		290.25						
							290.25					
						<b>CHECK TOTAL</b>	<b>433.96</b>					
2943	AMAZON CAPITAL SERVIC	0000		INV	04/18/2024	1MQY-19NM-4V3V						
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>						
	1 80280809 51812 80103			LIBR COMM LIBR SUPP		71.98						
							71.98					
2943	AMAZON CAPITAL SERVIC	0000		INV	04/18/2024	1KR3-LJ4D-Y9R7						
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>						
	1 80280802 51802 80103			A&Y PROG NEW COLL		269.72						
							269.72					
2943	AMAZON CAPITAL SERVIC	0000		INV	04/18/2024	1N94-QHCJ-7F49						
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>						
	1 80280802 51802 80103			A&Y PROG NEW COLL		269.75						
							269.75					
						<b>CHECK TOTAL</b>	<b>611.45</b>					
216	ART COOP, INC	0000		INV	04/18/2024	706520						
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>						
	1 80280801 51900			LIBR CTRL OTHER SUPP		46.60						
							46.60					
						<b>CHECK TOTAL</b>	<b>46.60</b>					

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I041824 04/18/2024  
 DUE DATE: 04/18/2024

CASH ACCOUNT: 802		10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK				
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038207478							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			435.06						
													435.06
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038204673							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,163.74						
													1,163.74
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038193641							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			61.67						
													61.67
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038202024							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			10.59						
													10.59
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038193634							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 80280802 51801		A&Y PROG	LIBR BOOKS			576.98						
													576.98
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038207886							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			712.29						
													712.29
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038208069							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,026.96						
													1,026.96
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	5018839667							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			7.64						
													7.64
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038207802							
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>							
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			20.64						
													20.64

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I041824 04/18/2024  
 DUE DATE: 04/18/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038219419					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,112.60				
											1,112.60
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038209849					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			7.42				
											7.42
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038223066					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			841.52				
											841.52
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	5018847269					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			52.09				
											52.09
217	BAKER & TAYLOR LLC	0000		INV	04/18/2024	2038213260					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			430.81				
											430.81
											<b>CHECK TOTAL</b>
											<b>6,460.01</b>
1062	CONSOLIDATED COMMUNIC	0001		INV	04/18/2024	64833					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES			418.65				
											418.65
											<b>CHECK TOTAL</b>
											<b>418.65</b>
232	DEMCO INC	0002		INV	04/18/2024	7466344					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			150.47				
											150.47
											<b>CHECK TOTAL</b>
											<b>150.47</b>
2260	INGRAM INDUSTRIES INC	0000		INV	04/18/2024	81281153					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			504.68				
											504.68

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I041824 04/18/2024  
 DUE DATE: 04/18/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2260	INGRAM INDUSTRIES INC	0000		INV	04/18/2024	81287160				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			262.61			
										262.61
2260	INGRAM INDUSTRIES INC	0000		INV	04/18/2024	81235658				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			271.86			
										271.86
2260	INGRAM INDUSTRIES INC	0000		CRM	04/18/2024	cm81274272				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			-15.82			
										-15.82
2260	INGRAM INDUSTRIES INC	0000		INV	04/18/2024	81340598				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			194.36			
										194.36
2260	INGRAM INDUSTRIES INC	0000		INV	04/18/2024	81386473				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			530.61			
										530.61
										<b>CHECK TOTAL</b>
										<b>1,748.30</b>
1444	JONATHAN E SIVIER	0000		INV	04/18/2024	64874				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080831 52801		ADMIN GIFT	AD PROG			50.00			
										50.00
										<b>CHECK TOTAL</b>
										<b>50.00</b>
3305	KELLI ANNE MCQUEEN	0000		INV	04/18/2024	64875				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080831 52801		ADMIN GIFT	AD PROG			100.00			
										100.00
										<b>CHECK TOTAL</b>
										<b>100.00</b>
268	MIDWEST TAPE	0000		INV	04/18/2024	505258051				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			79.98			
	2 80280802 51806		A&Y PROG	DVD			264.63			

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I041824 04/18/2024  
 DUE DATE: 04/18/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
268	MIDWEST TAPE	0000		INV	04/18/2024	505258468	344.61				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806	80103	A&Y PROG	DVD			7.49				
							7.49				
268	MIDWEST TAPE	0000		INV	04/18/2024	505301931					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			49.99				
	2 80280802 51806		A&Y PROG	DVD			337.34				
							387.33				
268	MIDWEST TAPE	0000		INV	04/18/2024	505301933					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806	80103	A&Y PROG	DVD			86.94				
							86.94				
						<b>CHECK TOTAL</b>	<b>826.37</b>				
1263	THE NEWS GAZETTE	0005		INV	04/18/2024	64843					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 51803		ARCHIVES	LIBR PER			180.00				
							180.00				
						<b>CHECK TOTAL</b>	<b>180.00</b>				
9999	Wheaton College	0000		INV	04/18/2024	2024-06					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			85.00				
							85.00				
						<b>CHECK TOTAL</b>	<b>85.00</b>				
54	OVERDRIVE INC	0000		INV	04/18/2024	01018DA24110676					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51811		A&Y PROG	DOWNLOAD			115.00				
							115.00				
						<b>CHECK TOTAL</b>	<b>115.00</b>				
283	QUILL CORPORATION	0000		INV	04/18/2024	38067914					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			183.96				
							183.96				



## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I041824 04/18/2024  
 DUE DATE: 04/18/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					<b>CHECK TOTAL</b>	<b>183.96</b>			
7	ROWMAN & LITTLEFIELD	0000	INV	04/18/2024	12436061				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51801	A&Y PROG	LIBR BOOKS			114.64			
					<b>CHECK TOTAL</b>	<b>114.64</b>			
2482	T-MOBILE USA INC.	0001	INV	04/18/2024	64861				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51802 80103	A&Y PROG	NEW COLL			1,610.81			
					<b>CHECK TOTAL</b>	<b>1,610.81</b>			
337	W W GRAINGER	0000	INV	04/18/2024	9070706255				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280805 52201	LIBR FAC	BLDG MAINT			101.74			
					<b>CHECK TOTAL</b>	<b>101.74</b>			
42	INVOICES				<b>WARRANT TOTAL</b>	<b>13,236.96</b>			
					<b>CASH ACCOUNT BALANCE</b>	<b>2,052,745.35</b>			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: I041824 04/18/2024  
 DUE DATE: 04/18/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-46290-	OTHER REIMBURSEMENTS 9.26	0.00
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 315.56	13,379.19
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 4,950.00	31,650.36
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 3,334.30	7,493.85
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51802-80103	NEW COLLECTIONS 2,150.28	6,112.26
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS 129.97	685.38
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S 20.50	268.35
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 678.46	5,297.63
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S 94.43	1,337.50
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES 290.25	554.95
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES 115.00	29,976.54
802	80280803	ARCHIVES 802-60-80-803-000-51803-	LIBRARY PERIODICALS 180.00	1,161.25
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 101.74	90,996.03
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 418.65	34,177.63
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 150.47	12,801.76
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 71.98	2,824.33
			<b>FUND TOTAL</b>	<b>13,010.85</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 2,052,745.35</b>		
810	81080831	ADMIN GIFTS 810-60-80-831-000-52801-	LIBRARY PROGRAMS 150.00	-2,306.46
810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS 37.46	14,979.24
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS 38.65	7,661.28
			<b>FUND TOTAL</b>	<b>226.11</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 2,052,745.35</b>		
			<b>WARRANT SUMMARY TOTAL</b>	<b>13,236.96</b>
			<b>GRAND TOTAL</b>	<b>13,236.96</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I042524 04/25/2024  
 DUE DATE: 04/25/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3125	ALLIANCE ENTERTAINMEN	0000		INV	04/25/2024	PLS79471809				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51805		A&Y PROG	CD			137.25			
	2 80280802 51806		A&Y PROG	DVD			6.17			
										143.42
						<b>CHECK TOTAL</b>				<b>143.42</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1F7Q-H4QQ-H9HP				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 51500		LIBR IT	SHARED IT			99.87			99.87
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1YYW-6VMT-L43V				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			22.97			22.97
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1NG3-WLLG-GD9D				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280806 51900		LIBR ACQ	OTHER SUPP			40.76			40.76
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1D3Y-XTQ7-KXM9				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			29.98			29.98
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	13H4-HR14-QJFT				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 51500		LIBR IT	SHARED IT			17.89			17.89
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1VCD-613N-7LKK				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 51500		LIBR IT	SHARED IT			153.30			153.30
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1XTV-NMMK-41PK				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080831 52801		ADMIN GIFT	AD PROG			313.57			313.57
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1KYT-VTRP-4DTY				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			12.99			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I042524 04/25/2024  
 DUE DATE: 04/25/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1W37-FCXN-M1HH	12.99		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			29.99		
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	13VX-NVLD-K46H	29.99		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280809 51812	80103	LIBR COMM	LIBR SUPP			21.77		
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1M7V-1CQD-L6LW	21.77		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280805 52201		LIBR FAC	BLDG MAINT			98.98		
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1YC3-GJQF-H4TY	98.98		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 81080831 52801		ADMIN GIFT	AD PROG			170.39		
						<b>CHECK TOTAL</b>	170.39		
							<b>1,012.46</b>		
217	BAKER & TAYLOR LLC	0000		INV	04/25/2024	2038237378			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			188.79		
217	BAKER & TAYLOR LLC	0000		INV	04/25/2024	2038234994	188.79		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			287.43		
217	BAKER & TAYLOR LLC	0000		INV	04/25/2024	2038232887	287.43		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280802 51801		A&Y PROG	LIBR BOOKS			1,449.90		
217	BAKER & TAYLOR LLC	0000		INV	04/25/2024	2038237398	1,449.90		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 81080833 52803		CHILD GIFT	CHILD PROG			130.45		
217	BAKER & TAYLOR LLC	0000		INV	04/25/2024	5018860412	130.45		
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			47.04		

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I042524 04/25/2024  
 DUE DATE: 04/25/2024

CASH ACCOUNT: 802		10100	CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000	INV	04/25/2024	2038237710	47.04				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>					
	1 80280802 51801	A&Y PROG	LIBR BOOKS			1,345.41				
					<b>CHECK TOTAL</b>	1,345.41				
						<b>3,449.02</b>				
2257	CFS - CUSTOM FACILITY	0000	INV	04/25/2024	2134					
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>					
	1 80280805 52201	LIBR FAC	BLDG MAINT			1,053.00				
					<b>CHECK TOTAL</b>	1,053.00				
						<b>1,053.00</b>				
3570	THE CONSERVATORY OF C	0000	INV	04/25/2024	65062					
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>					
	1 80280809 51812	LIBR COMM	LIBR SUPP			200.00				
					<b>CHECK TOTAL</b>	200.00				
						<b>200.00</b>				
3577	CU TANGO MUSIC	0000	INV	04/25/2024	65119					
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>					
	1 80280809 51812	LIBR COMM	LIBR SUPP			150.00				
					<b>CHECK TOTAL</b>	150.00				
						<b>150.00</b>				
231	DELL MARKETING LP	0000	INV	04/18/2024	10741669508					
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>					
	1 80280808 51500	LIBR IT	SHARED IT			3,188.86				
					<b>CHECK TOTAL</b>	3,188.86				
						<b>3,188.86</b>				
111	FRIENDS OF THE URBANA	0000	INV	04/25/2024	65031					
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>					
	1 810 24102	LTRUST FNDDUE	TOFRIE			217.48				
					<b>CHECK TOTAL</b>	217.48				
						<b>217.48</b>				

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I042524 04/25/2024  
 DUE DATE: 04/25/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2237	GAYLORD BROS INC	0001		INV	04/25/2024	2860372					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280806 51900		LIBR ACQ	OTHER SUPP		934.82					
							934.82				
							<b>CHECK TOTAL</b>				<b>934.82</b>
859	GIBBS TECHNOLOGY COMP	0000		INV	04/25/2024	2836632					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52203		LIBR IT	MAINT AGRM		282.46					
							282.46				
							<b>CHECK TOTAL</b>				<b>282.46</b>
3122	GRETCHEN MADSEN WEBB	0000		INV	04/25/2024	65063					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080831 51990		ADMIN GIFT	OTH LIBMAT		288.61					
	2 81080831 52801		ADMIN GIFT	AD PROG		11.99					
							300.60				
							<b>CHECK TOTAL</b>				<b>300.60</b>
890	HEYL ROYSTER VOELKER	0000		INV	04/25/2024	1652934					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 52199		LIBR CTRL	OTHER PROF		140.00					
							140.00				
							<b>CHECK TOTAL</b>				<b>140.00</b>
2260	INGRAM INDUSTRIES INC	0000		INV	04/25/2024	81497377					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		357.96					
							357.96				
2260	INGRAM INDUSTRIES INC	0000		INV	04/25/2024	81492509					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		895.97					
							895.97				
							<b>CHECK TOTAL</b>				<b>1,253.93</b>
447	KONE INC	0000		INV	04/25/2024	1158716156					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS		712.00					

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: 1042524 04/25/2024  
 DUE DATE: 04/25/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						712.00					
					<b>CHECK TOTAL</b>	<b>712.00</b>					
3283	LEON WILSON	0000		INV	04/18/2024	64842					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT		19.99					
									19.99		
									<b>CHECK TOTAL</b>	<b>19.99</b>	
268	MIDWEST TAPE	0000		INV	04/25/2024	505326649					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		114.97					
	2 80280802 51806		A&Y PROG	DVD		275.86					
										390.83	
268	MIDWEST TAPE	0000		INV	04/25/2024	505326650					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51807 80103		A&Y PROG	RECORDING		31.99					
	2 80280802 51806 80103		A&Y PROG	DVD		101.95					
										133.94	
									<b>CHECK TOTAL</b>	<b>524.77</b>	
2990	PEORIA COUNTY GENEALO	0000		INV	04/25/2024	65122					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 51803		ARCHIVES	LIBR PER		30.00					
										30.00	
									<b>CHECK TOTAL</b>	<b>30.00</b>	
9980	PETTY CASH VENDOR	0000		INV	04/25/2024	65066					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP		17.42					
	2 80280801 52902		LIBR CTRL	POST PRINT		0.68					
										18.10	
									<b>CHECK TOTAL</b>	<b>18.10</b>	
42	PRESTO X LLC	0000		INV	04/25/2024	59317987					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS		77.07					
										77.07	

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I042524 04/25/2024  
 DUE DATE: 04/25/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
42	PRESTO X LLC	0000		INV	04/25/2024	59317988					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS		77.07					
							77.07				
							<b>CHECK TOTAL</b>				<b>154.14</b>
1622	REPUBLIC SERVICES, IN	0001		INV	04/25/2024	0729-000685728					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS		831.04					
							831.04				
							<b>CHECK TOTAL</b>				<b>831.04</b>
313	URBANA & CHAMPAIGN SA	0000		INV	04/25/2024	6489294					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		273.36					
							273.36				
313	URBANA & CHAMPAIGN SA	0000		INV	04/25/2024	6490345					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		10.00					
							10.00				
313	URBANA & CHAMPAIGN SA	0000		INV	04/25/2024	6490346					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		9.00					
							9.00				
313	URBANA & CHAMPAIGN SA	0000		INV	04/25/2024	6490841					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		10.00					
							10.00				
							<b>CHECK TOTAL</b>				<b>302.36</b>
79	JOEL SPENCER	0000		INV	04/25/2024	65121					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP		80.22					
							80.22				
							<b>CHECK TOTAL</b>				<b>80.22</b>



## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I042524 04/25/2024  
 DUE DATE: 04/25/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
639	STUARD & ASSOCIATES I	0000	INV	04/25/2024	51061						
	<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>				
1	80280805 52999		LIBR FAC	OTHER SVCS		560.00					
						560.00					
						<b>CHECK TOTAL</b>		<b>560.00</b>			
1618	TODAY'S BUSINESS SOLU	0000	INV	04/18/2024	16193						
	<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>				
1	80280808 51500		LIBR IT	SHARED IT		2,891.00					
						2,891.00					
						<b>CHECK TOTAL</b>		<b>2,891.00</b>			
6	RACHEL VELLENGA	0000	INV	04/25/2024	65074						
	<b>ACCOUNT DETAIL</b>						<b>LINE AMOUNT</b>				
1	80280809 51812 80103		LIBR COMM	LIBR SUPP		20.32					
						20.32					
						<b>CHECK TOTAL</b>		<b>20.32</b>			
47	INVOICES					18,469.99		18,469.99			
								2,041,068.47			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: 1042524 04/25/2024  
 DUE DATE: 04/25/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 60.40	13,318.79
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52199-	OTHER PROFESSIONAL SE 140.00	5,556.75
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52902-	POSTAGE & PRINTING 0.68	1,647.42
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 3,691.28	27,959.08
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 881.22	6,612.63
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS 114.97	570.41
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S 137.25	131.10
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 282.03	5,015.60
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S 101.95	1,235.55
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51807-80103	RECORDINGS 31.99	1,004.65
802	80280803	ARCHIVES 802-60-80-803-000-51803-	LIBRARY PERIODICALS 30.00	1,131.25
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 1,151.98	89,844.05
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 302.36	33,875.27
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 2,257.18	4,360.38
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 975.58	11,826.18
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 6,370.91	70,638.87
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 282.46	556.10
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 350.00	9,221.73
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL 133.17	1,589.02
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 42.09	2,782.24

**FUND TOTAL 17,337.50**

**CASH ACCOUNT 802 10100 BALANCE 2,041,068.47**

810	810	LIBRARY TRUST FUND 810-00-00-000-000-24102-	DUE TO LIBRARY FRIEND 217.48	
810	81080831	ADMIN GIFTS 810-60-80-831-000-51990-	OTHER LIBRARY MATERIA 288.61	-639.83
810	81080831	ADMIN GIFTS 810-60-80-831-000-52801-	LIBRARY PROGRAMS 495.95	-2,802.41
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-52803-	LIBRARY CHILDREN PROG 130.45	8,969.55

**FUND TOTAL 1,132.49**

**CASH ACCOUNT 802 10100 BALANCE 2,041,068.47**

<b>WARRANT SUMMARY TOTAL</b>			<b>18,469.99</b>	
<b>GRAND TOTAL</b>			<b>18,469.99</b>	

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I050224 05/02/2024  
 DUE DATE: 05/02/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3125	ALLIANCE ENTERTAINMEN	0000		INV	05/02/2024	PLS79707101					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51805		A&Y PROG	CD			20.98				
	2 80280802 51806		A&Y PROG	DVD			15.99				
	3 80280802 51809		A&Y PROG	GAMES			51.99				
										88.96	
										<b>88.96</b>	
	<b>CHECK TOTAL</b>										
2943	AMAZON CAPITAL SERVIC	0000		INV	04/25/2024	1NKY-DDN1-CRFD					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280807 52320		LIBR CIRC	TRAVEL			395.82				
										395.82	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/02/2024	1NWJ-1D63-C9CF					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			18.70				
										18.70	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/02/2024	1Q1Q-VK4G-CQ6G					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			49.90				
										49.90	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/02/2024	1PTR-FGNY-17MD					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812	80102	LIBR COMM	LIBR SUPP			6.98				
										6.98	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/02/2024	1N4C-F1RV-HTDQ					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			82.71				
										82.71	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/02/2024	1QJT-CPP3-KL3F					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT			62.54				
										62.54	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/02/2024	1DKR-G7JG-KNWC					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			75.99				
										75.99	

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I050224 05/02/2024  
 DUE DATE: 05/02/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2943	AMAZON CAPITAL SERVIC	0000		INV	05/02/2024	1G79-LX1H-QWN1					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP		22.00					
							22.00				
						<b>CHECK TOTAL</b>	<b>714.64</b>				
1325	ARAMARK UNIFORM SERVI	0000		INV	05/02/2024	6130397575					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS		138.12					
							138.12				
						<b>CHECK TOTAL</b>	<b>138.12</b>				
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038247496					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		1,006.83					
							1,006.83				
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038253834					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		1,720.80					
							1,720.80				
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	5018873680					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		6.11					
							6.11				
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038244307					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		357.09					
							357.09				
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038248254					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		223.20					
							223.20				
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038254301					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		833.42					
							833.42				

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I050224 05/02/2024  
 DUE DATE: 05/02/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038253794				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080833 52803			CHILD GIFT CHILD PROG		183.73				
	2 802 46290			LGEN FUND OTHR REIMB		17.19				
							200.92			
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038254112				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080833 51801			CHILD GIFT LIBR BOOKS		181.63				
	2 81080833 52803			CHILD GIFT CHILD PROG		13.17				
							194.80			
217	BAKER & TAYLOR LLC	0000		INV	05/02/2024	2038242998				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080833 51801			CHILD GIFT LIBR BOOKS		5.28				
							5.28			
							<b>CHECK TOTAL</b>			<b>4,548.45</b>
426	CDW GOVERNMENT INC	0000		INV	05/02/2024	QS47183				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 51500			LIBR IT SHARED IT		434.91				
							434.91			
							<b>CHECK TOTAL</b>			<b>434.91</b>
2257	CFS - CUSTOM FACILITY	0000		INV	05/02/2024	2140				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52999			LIBR FAC OTHER SVCS		5,633.33				
							5,633.33			
							<b>CHECK TOTAL</b>			<b>5,633.33</b>
133	LAUREN CHAMBERS	0000		INV	05/02/2024	65322				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280800 52320			LIBR ADMIN TRAVEL		1,426.32				
							1,426.32			
							<b>CHECK TOTAL</b>			<b>1,426.32</b>
3344	CONSTELLATION NEWENER	0001		INV	05/02/2024	68186582001				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52600			LIBR FAC UTILITIES		8,274.08				
							8,274.08			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I050224 05/02/2024  
 DUE DATE: 05/02/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					<b>CHECK TOTAL</b>	<b>8,274.08</b>			
1703	RICHARD LUSTFELDT	0000	INV	05/02/2024	29412				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280805 52999	LIBR FAC	OTHER SVCS			300.00			
					<b>CHECK TOTAL</b>	<b>300.00</b>			
244	HOLLINGER METAL EDGE	0000	INV	05/02/2024	H136761				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280806 51900	LIBR ACQ	OTHER SUPP			821.70			
					<b>CHECK TOTAL</b>	<b>821.70</b>			
1264	ILLINOIS AMERICAN WAT	0001	INV	05/02/2024	65288				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280805 52600	LIBR FAC	UTILITIES			62.87			
					<b>CHECK TOTAL</b>	<b>62.87</b>			
1264	ILLINOIS AMERICAN WAT	0001	INV	05/02/2024	65289				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280805 52600	LIBR FAC	UTILITIES			317.27			
					<b>CHECK TOTAL</b>	<b>317.27</b>			
3283	LEON WILSON	0000	INV	05/02/2024	65238				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280808 52320	LIBR IT	TRAVEL			259.92			
					<b>CHECK TOTAL</b>	<b>259.92</b>			
2945	MICHAEL HANNAN	0000	INV	05/02/2024	65262				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280805 52201	LIBR FAC	BLDG MAINT			17.04			
					<b>CHECK TOTAL</b>	<b>17.04</b>			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I050224 05/02/2024  
 DUE DATE: 05/02/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	05/02/2024	505365213				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			34.99			
	2 80280802 51806		A&Y PROG	DVD			344.08			
										379.07
268	MIDWEST TAPE	0000		INV	05/02/2024	505365271				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51806 80103		A&Y PROG	DVD			137.96			
										137.96
268	MIDWEST TAPE	0000		INV	05/02/2024	505411886				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51811		A&Y PROG	DOWNLOAD			5,064.65			
										5,064.65
										<b>CHECK TOTAL</b>
										<b>5,581.68</b>
574	MINUTEMAN PRESS	0000		INV	05/02/2024	79347				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			24.99			
										24.99
										<b>CHECK TOTAL</b>
										<b>24.99</b>
2516	THE NEW LINCOLN SQUAR	0000		INV	05/02/2024	65267				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280803 52912		ARCHIVES	FACILTYREN			725.00			
										725.00
										<b>CHECK TOTAL</b>
										<b>725.00</b>
2952	PAVLOV MEDIA INC	0000		INV	05/02/2024	INV144048				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 52999		LIBR IT	OTHER SVCS			800.00			
										800.00
										<b>CHECK TOTAL</b>
										<b>800.00</b>
1272	ROGARDS	0000		INV	05/02/2024	050624-00				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280806 51900		LIBR ACQ	OTHER SUPP			130.56			
	2 80280801 51900		LIBR CTRL	OTHER SUPP			95.38			
										225.94

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I050224 05/02/2024  
 DUE DATE: 05/02/2024

CASH ACCOUNT: 802		10100	CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
					<b>CHECK TOTAL</b>	<b>225.94</b>				
3030	THRYV INC	0000		INV	05/02/2024	610060407571				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1	80280801 51900	LIBR CTRL	OTHER SUPP		197.45				
							197.45			
						<b>CHECK TOTAL</b>	<b>197.45</b>			
1294	URBANA PARK DISTRICT	0000		INV	05/02/2024	65237				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1	80280809 51812 80103	LIBR COMM	LIBR SUPP		57.00				
							57.00			
						<b>CHECK TOTAL</b>	<b>57.00</b>			
38	INVOICES				<b>WARRANT TOTAL</b>	<b>30,649.67</b>			<b>30,649.67</b>	
					<b>CASH ACCOUNT BALANCE</b>				<b>1,929,245.39</b>	



# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: 1050224 05/02/2024  
 DUE DATE: 05/02/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-46290-	OTHER REIMBURSEMENTS 17.19	0.00
802	80280800	LIBRARY ADMINISTRATIO 802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 1,426.32	5,501.26
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 476.52	12,842.27
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-	LIBRARY BOOKS 2,727.63	25,231.45
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,419.82	5,192.81
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51804-	AUDIOBOOKS 34.99	535.42
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51805-	CD'S 20.98	110.12
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-	DVD'S 360.07	4,655.53
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51806-80103	DVD'S 137.96	1,097.59
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51809-	GAMES 51.99	502.96
802	80280802	ADULT & YOUTH SERVICE 802-60-80-802-000-51811-	DOWNLOADABLES 5,064.65	23,786.89
802	80280803	ARCHIVES 802-60-80-803-000-52912-	FACILITY RENTAL 725.00	980.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 79.58	89,764.47
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 8,654.22	25,221.05
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 6,071.45	-1,711.07
802	80280806	LIBRARY ACQUISITIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 952.26	10,873.92
802	80280807	LIBRARY CIRCULATION 802-60-80-807-000-52320-	TRAVEL, EDUCATION AND 395.82	2,489.63
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 503.51	70,135.36
802	80280808	LIBRARY IT 802-60-80-808-000-52320-	TRAVEL, EDUCATION AND 259.92	490.08
802	80280808	LIBRARY IT 802-60-80-808-000-52999-	OTHER CONTRACTUAL SER 800.00	8,100.00
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 22.00	9,199.73
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL 6.98	1,582.04
802	80280809	LIBRARY COMMUNITY ENG 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 57.00	2,725.24
			<b>FUND TOTAL</b>	<b>30,265.86</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 1,929,245.39</b>		
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS 186.91	7,474.37
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-52803-	LIBRARY CHILDREN PROG 196.90	8,772.65
			<b>FUND TOTAL</b>	<b>383.81</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 1,929,245.39</b>		
			<b>WARRANT SUMMARY TOTAL</b>	<b>30,649.67</b>
			<b>GRAND TOTAL</b>	<b>30,649.67</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2	ALLEN COUNTY GENEALOG	0001		INV	05/09/2024	65403					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 51803		ARCHIVES	LIBR PER			25.00				
										25.00	
										<b>CHECK TOTAL</b>	<b>25.00</b>
3125	ALLIANCE ENTERTAINMEN	0000		INV	05/09/2024	PLS79868771					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51805		A&Y PROG	CD			12.29				
	2 80280802 51806		A&Y PROG	DVD			53.05				
										65.34	
										<b>CHECK TOTAL</b>	<b>25.00</b>
3125	ALLIANCE ENTERTAINMEN	0000		INV	05/09/2024	PLS79888977					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806		A&Y PROG	DVD			13.75				
	2 80280802 51809		A&Y PROG	GAMES			197.96				
										211.71	
										<b>CHECK TOTAL</b>	<b>277.05</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	05/09/2024	1TRP-V36T-Y1GK					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 51420		LIBR FAC	OFF FURN			415.84				
										415.84	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/09/2024	13QG-M7JK-644V					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP			67.86				
										67.86	
2943	AMAZON CAPITAL SERVIC	0000		CRM	05/09/2024	CM-1MHD-TTV9-4VRH					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT			-36.82				
										-36.82	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/09/2024	1WY3-1LTJ-MXLC					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			248.03				
										248.03	
2943	AMAZON CAPITAL SERVIC	0000		INV	05/09/2024	1KJJ-3KFH-G9Q3					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP			90.34				
										90.34	

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2943	AMAZON CAPITAL SERVIC	0000		INV	05/09/2024	196K-TTFN-V16G					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP		64.38					
							64.38				
						<b>CHECK TOTAL</b>	<b>849.63</b>				
96	AMEREN ILLINOIS COMPA	0000		INV	05/09/2024	65401					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		326.40					
							326.40				
						<b>CHECK TOTAL</b>	<b>326.40</b>				
96	AMEREN ILLINOIS COMPA	0000		INV	05/09/2024	65402					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		2,717.70					
							2,717.70				
						<b>CHECK TOTAL</b>	<b>2,717.70</b>				
136	ARTHUR J GALLAGHER &	0000		INV	05/09/2024	5118817					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 52999		LIBR CTRL	OTHER SVCS		567.00					
							567.00				
						<b>CHECK TOTAL</b>	<b>567.00</b>				
217	BAKER & TAYLOR LLC	0000		INV	05/09/2024	2038266905					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		1,567.24					
							1,567.24				
217	BAKER & TAYLOR LLC	0000		INV	05/09/2024	2038270043					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS		795.68					
							795.68				
217	BAKER & TAYLOR LLC	0000		INV	05/09/2024	5018882622					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		39.06					
							39.06				

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	05/09/2024	2038259859					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			341.90				
											341.90
217	BAKER & TAYLOR LLC	0000		INV	05/09/2024	2038270668					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			226.82				
											226.82
217	BAKER & TAYLOR LLC	0000		INV	05/09/2024	2038269944					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			14.99				
	2 81080833 52803		CHILD GIFT	CHILD PROG			353.11				
											368.10
217	BAKER & TAYLOR LLC	0000		CRM	05/09/2024	cm0003297920					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			-17.19				
											-17.19
217	BAKER & TAYLOR LLC	0000		INV	05/09/2024	2038202257					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			218.55				
											218.55
											<b>CHECK TOTAL</b>
											<b>3,540.16</b>
218	ELAINE BEARDEN	0000		INV	05/09/2024	65587					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280800 52320		LIBR ADMIN	TRAVEL			2,225.92				
											2,225.92
											<b>CHECK TOTAL</b>
											<b>2,225.92</b>
220	BRODART CO	0000		INV	05/09/2024	639375					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280806 51900		LIBR ACQ	OTHER SUPP			404.16				
											404.16
											<b>CHECK TOTAL</b>
											<b>404.16</b>
1311	CARLE FOUNDATION HOSP	0000		INV	05/02/2024	TY7-41D-FG5					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 52199		LIBR CTRL	OTHER PROF			568.75				

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						568.75					
					<b>CHECK TOTAL</b>	<b>568.75</b>					
1345	CHAMPAIGN COUNTY	0017		INV	05/09/2024	159					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52600		LIBR IT	UTILITIES		200.00					
							200.00				
							<b>CHECK TOTAL</b>				<b>200.00</b>
225	CHICAGO GENEALOGICAL	0000		INV	05/09/2024	65405					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 51803		ARCHIVES	LIBR PER		30.00					
							30.00				
							<b>CHECK TOTAL</b>				<b>30.00</b>
1062	CONSOLIDATED COMMUNIC	0001		INV	05/09/2024	65578					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		418.65					
							418.65				
							<b>CHECK TOTAL</b>				<b>418.65</b>
1222	DAVE & HARRY LOCKSMIT	0000		INV	05/09/2024	1876932					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT		45.00					
							45.00				
							<b>CHECK TOTAL</b>				<b>45.00</b>
20	DAVIS HOUK MECHANICAL	0000		INV	05/02/2024	C23328-4					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 53200		LIBR FAC	BUILDING		24,409.13					
							24,409.13				
							<b>CHECK TOTAL</b>				<b>24,409.13</b>
232	DEMCO INC	0002		INV	05/09/2024	7470267					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280806 51900		LIBR ACQ	OTHER SUPP		34.93					
							34.93				
							<b>CHECK TOTAL</b>				<b>34.93</b>

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2237	GAYLORD BROS INC	0001		INV	05/09/2024	2862144				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280806 51900		LIBR ACQ	OTHER SUPP			36.39			
										36.39
										<b>CHECK TOTAL</b>
										<b>36.39</b>
3390	GREAT AMERICA FINANCI	0000		INV	05/09/2024	36463767				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 52203		LIBR IT	MAINT AGRM			363.43			
										363.43
										<b>CHECK TOTAL</b>
										<b>363.43</b>
2445	HUMANITY.COM INC	0000		INV	05/09/2024	INV00342919				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 52999		LIBR CTRL	OTHER SVCS			15.00			
										15.00
										<b>CHECK TOTAL</b>
										<b>15.00</b>
1264	ILLINOIS AMERICAN WAT	0001		INV	05/09/2024	65528				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52600		LIBR FAC	UTILITIES			25.46			
										25.46
										<b>CHECK TOTAL</b>
										<b>25.46</b>
252	INDIANA HISTORICAL SO	0000		INV	05/09/2024	65464				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280803 51803		ARCHIVES	LIBR PER			50.00			
										50.00
										<b>CHECK TOTAL</b>
										<b>50.00</b>
2260	INGRAM INDUSTRIES INC	0000		INV	05/09/2024	81550008				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			148.31			
										148.31

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2260	INGRAM INDUSTRIES INC	0000		INV	05/09/2024	81705207					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080832 51801			ADULT GIFT LIBR BOOKS		587.71					
	2 80280802 51801			A&Y PROG LIBR BOOKS		419.24					
							1,006.95				
						<b>CHECK TOTAL</b>	<b>1,155.26</b>				
2500	JORDAN KAHLE	0000		INV	05/09/2024	65474					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51802 80103		A&Y PROG	NEW COLL		848.25					
							848.25				
						<b>CHECK TOTAL</b>	<b>848.25</b>				
1990	KANOPY INC.	0000		INV	05/02/2024	398925 – PPU					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51811		A&Y PROG	DOWNLOAD		1,125.00					
							1,125.00				
						<b>CHECK TOTAL</b>	<b>1,125.00</b>				
3553	LOGAN PEAL	0000		INV	05/09/2024	65397					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52320		LIBR IT	TRAVEL		221.10					
							221.10				
						<b>CHECK TOTAL</b>	<b>221.10</b>				
3430	MANSFIELD POWER & GAS	0000		INV	05/09/2024	MNS269204					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		2,448.38					
							2,448.38				
						<b>CHECK TOTAL</b>	<b>2,448.38</b>				
266	MIDDLE TENNESSEE GENE	0001		INV	05/09/2024	65482					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 51803		ARCHIVES	LIBR PER		25.00					
							25.00				
						<b>CHECK TOTAL</b>	<b>25.00</b>				

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
268	MIDWEST TAPE	0000		INV	05/09/2024	505399613				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		79.98				
	2 80280802 51806		A&Y PROG	DVD		253.38				
							333.36			
268	MIDWEST TAPE	0000		INV	05/09/2024	505399615				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51807 80103		A&Y PROG	RECORDING		24.99				
							24.99			
							<b>CHECK TOTAL</b>			<b>358.35</b>
9999	Dr. Charlene E. McGee	0000		INV	05/09/2024	65399				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280803 51801		ARCHIVES	LIBR BOOKS		29.99				
							29.99			
							<b>CHECK TOTAL</b>			<b>29.99</b>
54	OVERDRIVE INC	0000		INV	05/09/2024	01018CO24136083				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51811		A&Y PROG	DOWNLOAD		2,196.31				
							2,196.31			
							<b>CHECK TOTAL</b>			<b>2,196.31</b>
3065	TRAXIUM LLC	0000		INV	05/09/2024	159687				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		605.00				
							605.00			
							<b>CHECK TOTAL</b>			<b>605.00</b>
421	PROJECT TE	0000		INV	05/09/2024	inv000016954				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 51812		LIBR COMM	LIBR SUPP		3,825.00				
	2 80280851 51810		MER SALES	LIBR SALE		425.00				
							4,250.00			
							<b>CHECK TOTAL</b>			<b>4,250.00</b>



## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
283	QUILL CORPORATION	0000		INV	05/09/2024	38399065				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		218.54				
							218.54			
						<b>CHECK TOTAL</b>	<b>218.54</b>			
1272	ROGARDS	0000		INV	05/09/2024	050624-01				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		174.96				
							174.96			
						<b>CHECK TOTAL</b>	<b>174.96</b>			
2998	ROSS COUNTY GENEALOGI	0000		INV	05/09/2024	65497				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280803 51803		ARCHIVES	LIBR PER		20.00				
							20.00			
						<b>CHECK TOTAL</b>	<b>20.00</b>			
536	OFFICE OF THE STATE F	0000		INV	05/09/2024	5125144388				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52201		LIBR FAC	BLDG MAINT		75.00				
							75.00			
						<b>CHECK TOTAL</b>	<b>75.00</b>			
298	TEE JAY CENTRAL INC	0000		INV	05/09/2024	85420				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52999		LIBR FAC	OTHER SVCS		1,997.00				
							1,997.00			
						<b>CHECK TOTAL</b>	<b>1,997.00</b>			
301	UNIQUE MANAGEMENT SER	0001		INV	05/09/2024	6125850				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 52902		LIBR CTRL	POST PRINT		146.04				
							146.04			
						<b>CHECK TOTAL</b>	<b>146.04</b>			
301	UNIQUE MANAGEMENT SER	0001		INV	05/09/2024	6125849				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		19.70				
							19.70			
						<b>CHECK TOTAL</b>	<b>19.70</b>			

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

CASH ACCOUNT: 802 10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					<b>CHECK TOTAL</b>	<b>165.74</b>			
1290	UPCLOSE GRAPHICS INC	0000	INV	05/09/2024	203639				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280801 51900	LIBR CTRL	OTHER SUPP			56.29			
					<b>CHECK TOTAL</b>	<b>56.29</b>			
55	INVOICES				<b>WARRANT TOTAL</b>	<b>53,099.93</b>			
					<b>CASH ACCOUNT BALANCE</b>	<b>53,099.93</b>			<b>1,930,596.95</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: L050924 05/09/2024  
 DUE DATE: 05/09/2024

FUND	ORG	LIBRARY	ACCOUNT		AMOUNT	AVLB BUDGET
802	80280800	LIBRARY ADMINISTRATIO	802-60-80-800-000-52320-	TRAVEL, EDUCATION AND	2,225.92	3,275.34
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES	1,074.49	11,767.78
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52199-	OTHER PROFESSIONAL SE	568.75	4,988.00
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52902-	POSTAGE & PRINTING	146.04	1,501.38
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52999-	OTHER CONTRACTUAL SER	582.00	42,980.22
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-	LIBRARY BOOKS	2,913.28	22,318.17
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51801-80103	LIBRARY BOOKS	607.78	4,585.03
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51802-80103	NEW COLLECTIONS	848.25	5,264.01
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51804-	AUDIOBOOKS	79.98	455.44
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51805-	CD'S	12.29	97.83
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51806-	DVD'S	320.18	4,335.35
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51807-80103	RECORDINGS	24.99	979.66
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51809-	GAMES	197.96	305.00
802	80280802	ADULT & YOUTH SERVICE	802-60-80-802-000-51811-	DOWNLOADABLES	3,321.31	21,590.58
802	80280803	ARCHIVES	802-60-80-803-000-51801-	LIBRARY BOOKS	29.99	962.28
802	80280803	ARCHIVES	802-60-80-803-000-51803-	LIBRARY PERIODICALS	150.00	981.25
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51420-	OFFICE FURNITURE	415.84	59,184.18
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI	83.18	89,681.29
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES	5,936.59	19,284.46
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	1,997.00	-3,708.07
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-53200-	BUILDING	24,409.13	1,884,108.58
802	80280806	LIBRARY ACQUISITIONS	802-60-80-806-000-51900-	OTHER SUPPLIES	475.48	10,398.44
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS	248.03	69,887.33
802	80280808	LIBRARY IT	802-60-80-808-000-52203-	MAINTENANCE AGREEMENT	363.43	192.67
802	80280808	LIBRARY IT	802-60-80-808-000-52320-	TRAVEL, EDUCATION AND	221.10	268.98
802	80280808	LIBRARY IT	802-60-80-808-000-52600-	UTILITIES	200.00	284.00
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	3,957.24	5,242.49
802	80280809	LIBRARY COMMUNITY ENG	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	90.34	2,634.90
802	80280851	MERCHANDISE SALES	802-60-80-851-000-51810-	LIBRARY RESALE PURCHA	425.00	2,293.06

**FUND TOTAL 51,925.57**

**CASH ACCOUNT 802 10100 BALANCE 1,930,596.95**

810	81080832	ADULT GIFTS	810-60-80-832-000-51801-	LIBRARY BOOKS	587.71	14,391.53
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS	233.54	7,240.83
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-52803-	LIBRARY CHILDREN PROG	353.11	8,419.54

**FUND TOTAL 1,174.36**

**CASH ACCOUNT 802 10100 BALANCE 1,930,596.95**

# ACCOUNTS PAYABLE CHECK RUN REPORT

WARRANT SUMMARY TOTAL	53,099.93
GRAND TOTAL	53,099.93

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY  
RESOLUTION NO. 2024-06**

**RESOLUTION TO ACCEPT THE URBANA ARTS GRANT**

**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 grants; and

**WHEREAS**, the following entity has offered to grant the Library the following cash sums:

<u>Grant Name</u>	<u>Amount</u>	<u>Use of Contribution or Grant</u>
Urbana Arts Grant agreement	\$3,550	please see attached grant

**WHEREAS**, the Board of Library Trustees desires to accept the aforesaid grant on the terms and conditions provided by the grantor.

**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 grant and shall be bound by the conditions and restrictions, if any, pursuant to which such grant has 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 grant.

**Section 3.**

The Executive Director of the Library or designee shall be and hereby is authorized to execute the aforesaid grant on behalf of the Library in substantially the form appended hereto and made part hereof.

**ADOPTED** by the Board of Trustees at a regular meeting thereof, held this 14<sup>th</sup> day of May, 2024.

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

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

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
President

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

# 2024 URBANA ARTS GRANT AGREEMENT

## Grant Category: Tier II

THIS GRANT AGREEMENT is made and entered into this [today's date], by and between the City of Urbana, an Illinois municipal corporation, hereinafter referred to as the "CITY", and **Elaine Bearden** on behalf of **The Urbana Free Library** hereinafter referred to as "GRANTEE" with principal offices located at: **210 W. Green St. Urbana, IL 61801.**

WHEREAS, the grant provided for herein by the CITY will assist the GRANTEE with expenses incurred in its activities and initiatives related to the PROJECT described herein, hereinafter referred to as the "PROJECT"; and

WHEREAS, the CITY has determined that the PROJECT will enable the GRANTEE to provide an activity which will enhance the arts and the quality of life within the CITY by providing financial assistance with projects that produce fine arts entertainment, festivals, programs or activities; and

NOW THEREFORE, the parties hereto agree as follows:

## ARTICLE I Urbana Arts Grants 2024

1.1 **GRANTEE:** Name: **The Urbana Free Library**

Address: **210 W. Green St. Urbana, IL 61801.**

Title: *What's Your Story?*

1.2 **TOTAL AMOUNT OF GRANT FUNDS: \$3,550.00**

1.3 **PROJECT NARRATIVE:** attached hereto as Attachment 1 (attach revised as necessary).

1.4 **PROJECT BUDGET:** attached hereto as Attachment 2 (attach revised as necessary).

1.5 **GRANT RESTRICTIONS:** attached hereto as Attachment 3 and incorporated herein. If no Grant Restrictions, Attachment 3 should indicate "None".

1.6 **GRANT PERIOD:** July 1<sup>st</sup>, 2024 through June 30<sup>th</sup>, 2025.

1.7 **EXPENDITURE DEADLINE:** June 30<sup>th</sup>, 2025

## **ARTICLE II CONDITIONS**

**2.1 IMPLEMENTATION:** The CITY has delegated certain important responsibilities in the implementation of this Grant to the Arts and Culture Commission, hereinafter as “Commission”. GRANTEE hereby acknowledges that the COMMISSION makes recommendations to the CITY but does not provide final approvals on behalf of the CITY or incur any obligations on the part of the CITY.

**2.2 PROJECT NARRATIVE:** The GRANTEE shall use the Grant Funds only for the purposes and services which are specifically described in the Project Narrative attached hereto as Attachment 1, and incorporated herein, amended as necessary to address Grant Restrictions set forth in Attachment 3, attached hereto and incorporated herein. The GRANTEE represents that the Project described in the Project Narrative will be completed within the Grant Period.

**2.3 PROJECT BUDGET:** All expenditures of Grant Funds will be subject to the conditions and terms of this Agreement and in accordance with the Project Budget-Attachment 2, attached hereto and incorporated herein. Any Project expenditures incurred outside the Grant Period will not be reimbursed by the CITY.

**2.4 REPORTING:** The Project is being funded with the expectation that it will enhance the CITY’s arts culture and fine arts entertainment, festivals, programs or activities, as well as the quality of life. To assist in determining whether the Project fulfills these expectations, the GRANTEE must supply the CITY with a Final Report on the Neighborly portal; and Revised Project Budget, if any. The GRANTEE shall submit the Final Report to the CITY Arts and Culture Coordinator as follows:

a) **Final Report** – The Final Report is due, using the provided form on Neighborly, to the CITY Arts and Culture Coordinator no later than 60 days following Project completion. Additionally, GRANTEE shall make an oral presentation of the Final Report and the specific results of the project at the City Arts and Culture Commission meeting next convened and available after the due date of the Final Report. The CITY reserves the right to use any images, audio/video recordings and/or other materials submitted in the Final Report to promote the Urbana Arts Grants Program and for non-commercial use only.

b) **Payment and Reimbursement** – Once all parties have signed the Urbana Arts Grant Agreement, the Arts and Culture Coordinator will process a payment request for initial payment installments. For Tier III Grantees, 100% of the total award will be provided to the Grantee as a reimbursement processed upon completion of the project and receipt of the Final Report to the Arts and Culture Coordinator for processing and payment by the CITY’s Finance Department. For Tiers I and II 50 % of the total award will be provided to the Grantee as the initial payment. The remaining 50% of the award amount will be processed upon completion of the project and receipt of the Final Report to the Arts and Culture Coordinator for processing and payment by the CITY’s Finance Department.

(c) **Revised Project Budget** – Any changes to the Project Budget shall be submitted along with the Final Report to the CITY for approval on the Revised Project Budget. Project Budgets which request additional grant award funds above the total award amount listed in this agreement will not be considered. This Section shall remain in effect beyond the Grant Period.

In the event the Final Report is not received within 60 days following project completion, GRANTEE shall forfeit any remaining Grant Funds, unless GRANTEE has received written permission from the Arts and Culture Coordinator. The Final Report, and/or Revised Project Budget (if applicable), may be delivered in person or sent by certified mail to the address listed below. (See Section 2.14) The GRANTEE shall submit Project schedules and information to the Arts and Culture Coordinator as requested to meet specific publication deadlines.

**2.5 GRANT AMOUNT AND PAYMENT SCHEDULE:** The total amount of the Grant is specified in Section 1.2 Grant Funds shall be payable solely from funds lawfully appropriated for such purposes and is subject to the availability of such proceeds.

**2.6 PROJECT MONITORING AND EVALUATION:** The COMMISSION and CITY shall monitor and conduct an evaluation of GRANTEE'S operations, which may include visits by the COMMISSION members, CITY staff, or representative, to observe the GRANTEE's procedures, meetings and operations related to the Project, or to discuss the Project with GRANTEE's personnel. The GRANTEE agrees to allow a representative of the COMMISSION:

- a) To review all procedures and observe all meetings and operations related to the Project;
- b) Free access to all events sponsored under this Agreement, for the purpose of evaluating the impact of the project.

**2.7 PAYMENT OF GRANT FUNDS:** In accordance with this Agreement, the GRANTEE shall receive the Grant Funds from the CITY in the form of advance payment or reimbursement to the GRANTEE for its expenditures for Grant Fund items identified in the Project Budget. The following procedure shall be applicable to the payment of Grant Funds by the CITY:

- a) **Final Report:** The GRANTEE shall submit the Final Report to the City Arts and Culture Coordinator for processing and payment by the CITY'S Finance Department in accordance with Section 2.4 of this Agreement and in accordance with City Policy, Ordinances, and law.

Each Final Report submitted by the GRANTEE shall be itemized by cost category and shall be supported by the following:

- 1) Copies of paid vendor invoices for goods and services
- 2) Proof of publication of advertising
- 3) Handbills, news clippings, CDs, photographs, depicting the performances and/or exhibits pertaining to the Project, as applicable.
- 4) Further documentation as deemed necessary by the CITY to verify compliance with local, state and federal regulations.



b) **Final Report Certification:** Each Report submitted by the GRANTEE shall be accompanied by a cover letter on GRANTEE letterhead, signed by an authorized agent of the GRANTEE, stating one of the following:

(For Individual, Group and Nonprofit GRANTEES):

***“I hereby certify that I am authorized to approve this Report, which serves as a Request for Reimbursement, that I have reviewed the attached invoices in the amount of \$3,550.00; that all costs claimed have been incurred for the Project in accordance with the Agreement between (name of GRANTEE) and the CITY OF URBANA; that all submitted invoices have been paid; and no costs included herein have been previously submitted.”***

Upon receipt of full and appropriate documentation in support of invoices and approval of same by the CITY, CITY will reimburse GRANTEE for its eligible expenditures.

**2.8 FINANCIAL ACCOUNTING AND RETENTION OF RECORDS:** The GRANTEE must keep accurate and complete books and records of all receipts and expenditures of Grant Funds in conformance with reasonable accounting standards acceptable to the CITY. These books and records, as well as copies of all documents pertaining to funds received and expended in conjunction with this Grant, such as vouchers, bills, invoices, receipts, and copies of canceled checks, shall be retained in a secure place and in orderly fashion by the GRANTEE for at least three (3) years after the Expenditure Deadline specified in Section 1.5. These books, records, and documents may be examined by the CITY at the GRANTEE's offices during regular business hours. Furthermore, the CITY may, at the CITY's expense, audit or have audited upon reasonable notice, all the financial records of the GRANTEE, whether or not purported to be related to this Grant.

**2.9 FUNDING ACKNOWLEDGEMENT:** All publications and project promotion for the PROJECT funded in whole or in part by Grant Funds shall include the following, whichever is appropriate:

- a) “Paid for in part by the City of Urbana Arts and Culture Grant” or
- b) “Paid for by the City of Urbana Arts and Culture Grant”

**2.10 INDEMNIFICATION:** The GRANTEE shall pay on behalf of or indemnify and hold harmless CITY from and against any and all claims, actions, damages, fees, fines, penalties, defense costs, suits or liabilities which may arise out of any act, neglect, omission or default of the GRANTEE arising out of or in any way connected with the GRANTEE'S (or Grantee's officers, employees, agents, volunteers and sub-contractors, if any) performance or failure to perform under the terms of this agreement. This section shall remain in effect beyond the Grant Period of the Agreement.

**2.11 ASSIGNMENT:** The GRANTEE is not permitted in any manner to assign its rights or obligations under this Agreement, and any purported assignment will be void.

**2.12 COMPLIANCE:** The GRANTEE agrees to abide by and be governed by all applicable federal, state, and local laws or regulations as said laws and regulations exist and are amended from time to time. Failure to comply with this provision will be

considered a breach of this Agreement. In entering into this Agreement, City does not waive the requirements of any City or local ordinance or the requirements of obtaining any permits or licenses which are normally required to conduct business or activity contemplated by the GRANTEE.

**2.13 REMEDIES AND EXPENDITURE DEADLINE:**

a) In the event the GRANTEE should fail to comply with any of the provisions of this Agreement, the CITY may withhold, temporarily or permanently, all or any, unpaid portion of the Grant Funds without giving written notice to the GRANTEE, and the CITY shall have no further funding obligation to the GRANTEE under this Agreement.

b) The GRANTEE shall reimburse the CITY for all unauthorized expenditures of Grant Funds, including unauthorized expenditures discovered after the expiration of the Grant Period. The GRANTEE will also be liable to reimburse the CITY for any lost or stolen Grant Funds.

c) Grant Funds which are to be repaid to the CITY pursuant to this Article are to be repaid by delivering to the CITY a certified check for the total amount due, payable to "City of Urbana" within ten (10) days of the CITY's demand.

d) In the event the GRANTEE ceases to exist or ceases operation for any reason, or files for protection from creditors under bankruptcy law, any remaining unpaid portion of the Grant Funds shall be retained by the CITY and the CITY shall have no further funding obligation to the GRANTEE with regard to those unpaid funds.

e) The above provisions do not waive any rights of the CITY or preclude the CITY from pursuing any other remedy which may be available to it under law.

**2.14 WRITTEN NOTICE:** Any written notice required under this Agreement shall be sufficient if sent by certified mail as follows:

a) As to the GRANTEE: addressed to the GRANTEE at the address specified in Article 1.1.

b) As to the COMMISSION: addressed as follows:

Arts and Culture Coordinator  
City of Urbana Community Development Department  
400 S. Vine St.  
Urbana, IL 61801

**2.15 INSURANCE:** GRANTEE shall procure and maintain, during the Grant Period of this Agreement:

a) Workers Compensation Insurance on behalf of all employees who are to provide a service under this agreement; and Employers Liability with limits of not less than \$100,000 per employee per accident, \$500,000 disease aggregate and \$100,000 per employee per disease.

b) The appropriate certificate of insurance is to be furnished to City of Urbana, Attn: Arts and Culture Coordinator, Community Development Department, 400 S. Vine St., Urbana, IL 61801 with the signed Agreement.

c) The GRANTEE shall provide a thirty (30) calendar day notice of cancellation.

2.16. **TOTAL AGREEMENT:** This Agreement, including its special conditions, if any, and attachments, represents the whole and total agreement of the parties. No modifications or amendments may be made to this Agreement unless made in writing, signed by both parties, and approved by appropriate action of the CITY.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as follows:

**THE PARTIES TO THIS AGREEMENT** by their signatures acknowledge they have read and understand this agreement and intend to be bound by its terms.

**CITY OF URBANA**

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

COMMUNITY DEVELOPMENT  
DIRECTOR

Kimberly L. Smith

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

**GRANTEE**

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

GRANTEE'S AGENT or  
REPRESENTATIVE

**ATTEST**

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

CITY CLERK

Darcy Sandefur

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

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

## Project Narrative

The Strategic plan affirms the Library's commitment to "create a welcoming environment that cultivates equity, mutual respect, and belonging," "connect[ing] people with tools and resources for learning, knowledge exchange, and personal growth." By hosting three artists-in-residence for month-long residencies, the Library will enrich lives of attendees and foster a sense of belonging as they explore the question "What's Your Story?" through art. Through an application process widely shared throughout the community, three artists will be chosen to develop and facilitate free workshops for children, teens, adults, and seniors. Synergy is anticipated between traditional studio and maker arts, with paint, collage, fabric, mosaic, 3D printing, and vinyl cutting as some options.

Chosen artists will have their work exhibited in the Library's first floor display area and in print and digital promotions. Their workshops will be incorporated into established Library series such as Young Artist's Studio (grades K-5), Makerspace Jr. (grades K-5), Teen Open Lab (grades 6-12), Craft Happy Hour (adults), and Senior Treats & Topics (seniors). The Library anticipates a synergy across age-levels as we have seen with Young Artist's Studio, when elementary-age projects were inspired by teen art. Art created at the Library inspires other artists creating at the Library.

The Library is the primary community partner in the Champaign County Community (CCC) Maker-in-Residence program with one of the goals being to "foster a more connected, resilient, and culturally vibrant community" and will fund a Maker-in-Residence at the Library late spring 2024. This program serves as a pilot, allowing the Library to learn and develop informed approaches.

How the project addresses grant goals:

A. "Encourage emerging artists and art forms" and "Increase the availability of publicly accessible projects in the arts."

- Funding an artist-in-residence allows artists from diverse economic backgrounds to offer their skills to the community.
- Half of the workshops will focus on youths, encouraging emerging artists.
- Adding an art experience to Senior Treats & Topics increases the availability of publicly accessible projects for seniors.
- Connecting traditional visual arts with maker arts encourages new art forms.

B. "Enrich the lives of Urbana residents and visitors."

- Offering three artist-in-residencies will enrich the lives of the artists selected.
- Workshops that are free and open to the public and encourage personal storytelling and are more accessible.
- Displaying the artists' work at the Library will enrich the lives of the hundreds of thousands of Library visitors.

C. “Increase opportunities for residents to engage in the arts in its many forms.”

- Partnering with CU Community Fab Lab (Fab Lab) to promote the residencies will increase the variety of visual artists reached.

D. “Represent the community in its diversity.”

- Partnering with the New American Welcome Center and the Fab Lab increases opportunities for participation by diverse community members.
- Encouraging workshop participants to tell their personal stories through visual art encourages a sense of belonging through diverse storytelling.

E. “Encourage partnerships among artists, performers, businesses, organizations, and agencies.”

- By offering artists a residency, this project encourages partnerships between the Library and the arts community.

## Attachment 2 Project Budget

PERSONNEL (PROJECT RELATED)	AMOUNT REQUESTED FROM CITY	MATCHING FUNDS	IN-KIND DONATIONS	EXPENDITURE NOTES - REQUIRED
Administrative fees		\$ 2,991.89		80 hours staff time for Programming Librarian x hour
Artist Honorariums/Fees	\$ 2,225.00	\$ 175.00		\$200/workshop x 4 workshops/residency x 3 artists
Technical Fees				
Other Contracted Services				
Supplies/Materials	\$ 1,325.00	\$ 175.00		\$125/workshop x 4 workshops/residency x 3 resident
Promotion/Printing		\$ 229.29		8 hours staff time for Digital Media & Graphics Coordi
Postage				
Artistic Services				
Other Professional Services				
Space/Equipment Rental				No charge for use of Library space and equipment (3E
Travel/Transportation				
Other				
Other				
Other				
<b>Total</b>	<b>\$ 3,550.00</b>	<b>\$ 3,571.18</b>	<b>\$ 0.00</b>	

Attachment 3  
**Grant Restrictions**

**NONE**

DATE: May 14, 2024  
TO: The Urbana Free Library Board  
FROM: Celeste Moutos, Gretchen M. Webb  
RE: Non-Resident Cards and Fee Determination for FY2025

In May 2023, The Board re-affirmed the Library's using **Tax Bill Methods** to determine the non-resident fees charged to people who live outside the Library's taxing district and who wish to get library cards. [The State Library and Administrative Rules](#) require that library boards review the non-resident fee on an annual basis to determine if the Library will offer non-resident cards for the next year, and which option offered in the Administrative Rules will be used to determine the fee.

There are three ways to calculate NR fees: the General Mathematical Formula, the Tax Bill Method, or the adoption of the Average Non-Resident Fee in the system area. Of the three ways to calculate NR fees, most libraries use the General Mathematical Formula or the Tax Bill Method. Using the Mathematical Formula method would result in a high fee that would price out many non-residents. Few libraries use the third option (Adoption of the Average Non-Resident Fee in the System Area) because it's very specific in its application and even then, it's difficult to calculate. It does not apply to TUFL.

TUFL has used the Tax Bill Methods for years, as it is the most economical option. **We recommend affirming the Tax Bill Method to determine the non-resident fees charged to people who live outside the Library's taxing district and who wish to get library cards.** Section 3050.60 (b) Tax Bill Methods of the Illinois Administrative Code states:

1) Non-Resident Taxpayer: The library tax rate or equivalent, including all special levies, is applied to the non-resident property owner's principal residence assessed valuation on an individual, case by case basis. The most recent property tax bill will be used. The property owner will pay the same amount as would be paid if the property were in the library service area.

2) Non-Resident Renter: The library shall either charge a minimum of 15 percent of the monthly rent as the annual non-resident fee, or devise its own formula. The local formula shall take into account the average local rent of the general community of the public library, the property tax rate, and the non-resident fee for residential homeowners. The library board shall annually determine the percent to be applied to non-resident renters. The renter shall provide to the public library a current rent receipt or a cancelled rent check for verification purposes.



**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY  
RESOLUTION NO. 2024-07**

**RESOLUTION TO APPROVE THE FY25 ANNUAL BUDGET**

**WHEREAS**, the City of Urbana, Illinois (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 approve the annual fiscal year budget; and

**WHEREAS**, the Board of Library Trustees of the Library finds that is in the best interests of the Library to approve the proposed FY25 Annual Budget Resolution as heretofore further changed, modified, and amended.

**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 does hereby approve the annual budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

**Section 2.**

The Executive Director of the Library is hereby authorized to amend the FY25 annual budget to increase expenditures by the amount of encumbrances outstanding as of June 30, 2024. Additional changes to the budget will be managed following the Library’s Finance Policy.

**Section 3.**

All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

**ADOPTED** by the Board of Trustees at a regular meeting thereof, held this 14<sup>th</sup> day of May 2024.

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

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

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

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

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary/Secretary *pro tempore*

**BOARD OF TRUSTEES OF THE URBANA FREE LIBRARY  
RESOLUTION NO. 2024-08**

**RESOLUTION TO ENTER INTO AN AGREEMENT BETWEEN THE URBANA FREE  
LIBRARY AND COUNTRY ARBORS NURSERY, INC.**

**WHEREAS**, the City of Urbana, Illinois (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 enter into and amend contracts for the purpose of operating and maintaining the facilities owned by the Library; and

**WHEREAS**, the Board of Library Trustees deems it necessary and appropriate to enter into an agreement with Country Arbors Nursery, Inc. for the purpose of renovating the landscape areas at the Library.

**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 does hereby approve the agreement by and between the Library and Country Arbors Nursery, Inc. in substantially the form appended hereto and made a part hereof.

**Section 2.**

The Executive Director of the Library or their designee shall be and hereby is authorized to execute the aforesaid agreement on behalf of the Library in substantially the form appended hereto and made a part hereof.

**Section 3.**

All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

**ADOPTED** by the Board of Trustees at a regular meeting thereof, held this 14<sup>th</sup> day of May, 2024.

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Abstains: \_\_\_\_\_  
Absent: \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
President

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

# COUNTRY ARBORS NURSERY, INC.

Fifth Generation Nurserymen - Since 1865

1742 County Road 1400 North

217-367-1072

Urbana, Illinois 61802

## Landscape Proposal

**CUSTOMER NAME AND ADDRESS**

Dawn Cassady  
210 West Green Street  
Urbana, IL 61801  
Urbana Free Library

**TELEPHONE**

531-7091

25% Down/Balance Upon Completion

**CREDIT TERMS**

**PROJECT TYPE:**

Municipal Landscape

CPIN LS10802 PROPOSAL: LS12261 DATE: 2/21/2024

**GREEN GOODS PRODUCT ITEM DESCRIPTION**

Number	Item Description	Size	Price	Extension
3	Forest Pansy Redbud	1.5"B	\$199.95	\$599.85
2	Stellar Pink Dogwood	1.5"B	\$199.95	\$399.90
4	Blue Star Juniper	#3C	\$44.95	\$179.80
10	Grey Owl Juniper	#3C	\$59.95	\$599.50
8	Hetz Midget Arborvitae	#3C	\$49.95	\$399.60
7	Green Velvet Boxwood	#3C	\$44.95	\$314.65
4	Little Goblin Orange Winterberry	#3C	\$59.95	\$239.80
1	Little Goblin Guy Winterberry	#5C	\$57.95	\$57.95
1	Spice Island Viburnum	#2C	\$41.95	\$41.95
6	Fizzy Mizzy Itea	#3C	\$52.95	\$317.70
6	Bobo Hydrangea	#3C	\$59.95	\$359.70
3	Kodiak Fresh Honeysuckle	#3C	\$59.95	\$179.85
3	Yuki Cherry Blossom Deutzia	#2C	\$44.95	\$134.85
4	Hummingbird Clethra	#3C	\$42.95	\$171.80
12	Low Scape Mound Chokeberry	#3C	\$49.95	\$599.40
2	Bottlebrush Buckeye	#4'B	\$139.95	\$279.90
8	Gemo Hypericum	#3C	\$49.95	\$399.60
3	Cheyenne Sky Grass	#1C	\$12.95	\$38.85
13	Prairie Blues Grass	#1C	\$12.95	\$168.35
11	Millenium Allium	#1C	\$11.95	\$131.45
8	Mollis Alchemilla	#1C	\$10.95	\$87.60

Continued on P. 2

**Total Green Product:**

**PRODUCT INSTALLATION AND SERVICES DESCRIPTION**


Gross Project Cost

Volume Product Discount

Adjusted Project Cost

Illinois Tax

Net Project Cost

**TERMS AND AGREEMENTS OF THIS PROPOSED CONTRACT**

Country Arbors Nursery, Incorporated hereby proposes to furnish labor and materials in accordance with the specifications on the reverse side of this proposal for the sum of \_\_\_\_\_, with a deposit of \_\_\_\_\_ which will leave a balance due in the amount of \_\_\_\_\_ which is to be paid in full upon the completion of this contract. This agreement will be subject to the guarantee and other conditions as specified on the reverse side of this proposal. The prices and conditions are satisfactory and are hereby accepted. You are authorized to perform the work per the terms specified in this contract. Payment will be made upon completion.

I have read the specifications set forth above, the proposal, the guarantee and general conditions on the reverse side, and agree to these as part of the contract. The following signature of the customer indicates the acceptance of this Truth in Lending Statement and of this proposal.

Customer Signature:

For Country Arbors Nursery, Inc.

Date:

# COUNTRY ARBORS NURSERY, INC.

Fifth Generation Nurserymen - Since 1865

1742 County Road 1400 North

217-367-1072

Urbana, Illinois 61802

## Landscape Proposal

**CUSTOMER NAME AND ADDRESS**

Dawn Cassady  
210 West Green Street  
Urbana, IL 61801  
Urbana Free Library

**TELEPHONE**

531-7091

25% Down/Balance Upon Completion

**CREDIT TERMS**

**PROJECT TYPE:**

Municipal Landscape

CPIN LS10802 PROPOSAL: LS12331 DATE: 4/24/2024

**GREEN GOODS PRODUCT ITEM DESCRIPTION**

Number	Item Description	Size	Price	Extension
1	Continued from P.1		\$5,702.05	\$5,702.05
8	Arkansas Blue Star Amsonia	#1C	\$11.95	\$95.60
11	Jack Frost Brunnera	#1C	\$18.95	\$208.45
17	Walker's Low Nepeta	#1C	\$8.95	\$152.15
9	PowWow Wild Berry Echinacea	#1C	\$10.95	\$98.55
6	Purple D'Oro Daylily	#1C	\$9.95	\$59.70
5	Fire Witch Dianthus	#1C	\$10.95	\$54.75
5	Arizona Sun Gaillardia	#1C	\$10.95	\$54.75
7	Champagne Heuchera	#1C	\$14.95	\$104.65
13	Kudos Coral Agastache	#1C	\$8.95	\$116.35
115	Liriope spicata	#1C	\$10.95	\$1,259.25
8	Amazing Grace Phlox	#1C	\$11.95	\$95.60
5	Bluesette Perovskia	#1C	\$10.95	\$54.75
3	Ostfriesland Salvia	#1C	\$7.95	\$23.85
10	Neon Sedum	#1C	\$10.95	\$109.50
4	Karl Foerster Grass	#1C	\$9.95	\$39.80
10	Vernique Raspberry Veronica	#1C	\$10.95	\$109.50
11	Moonshine Achillea	#1C	\$10.95	\$120.45
11	Thorndale English Ivy	6 Pack	\$11.95	\$131.45
17	Sweet Woodruff Galium	2.5"C	\$4.95	\$84.15

Continued on P. 3

**Total Green Product:**

**PRODUCT INSTALLATION AND SERVICES DESCRIPTION**


Gross Project Cost

Volume Product Discount

Adjusted Project Cost

Illinois Tax

Net Project Cost

**TERMS AND AGREEMENTS OF THIS PROPOSED CONTRACT**

Country Arbors Nursery, Incorporated hereby proposes to furnish labor and materials in accordance with the specifications on the reverse side of this proposal for the sum of \_\_\_\_\_, with a deposit of \_\_\_\_\_ which will leave a balance due in the amount of \_\_\_\_\_ which is to be paid in full upon the completion of this contract. This agreement will be subject to the guarantee and other conditions as specified on the reverse side of this proposal. The prices and conditions are satisfactory and are hereby accepted. You are authorized to perform the work per the terms specified in this contract. Payment will be made upon completion.

I have read the specifications set forth above, the proposal, the guarantee and general conditions on the reverse side, and agree to these as part of the contract. The following signature of the customer indicates the acceptance of this Truth in Lending Statement and of this proposal.

Customer Signature:

For Country Arbors Nursery, Inc.

Date:

# COUNTRY ARBORS NURSERY, INC.

Fifth Generation Nurserymen - Since 1865

1742 County Road 1400 North

217-367-1072

Urbana, Illinois 61802

## Landscape Proposal

**CUSTOMER NAME AND ADDRESS**

Dawn Cassady  
210 West Green Street  
Urbana, IL 61801  
Urbana Free Library

**TELEPHONE**

531-7091

**CREDIT TERMS**

25% Down/Balance Upon Completion

**PROJECT TYPE:**

Municipal Landscape

CPIN LS10802 PROPOSAL: LS12332 DATE: 4/24/2024

**GREEN GOODS PRODUCT ITEM DESCRIPTION**

<u>Number</u>	<u>Item Description</u>	<u>Size</u>	<u>Price</u>	<u>Extension</u>
1	Continued from P. 2		\$8,675.30	\$8,675.30
19	Raspberry Splash Pulmonaria	#1C	\$15.95	\$303.05
31	Mazus reptans	#1C	\$10.95	\$339.45
13	Rapido White Campanula	#1C	\$10.95	\$142.35
4	Red Lightning Heuchera	#1C	\$16.95	\$67.80
35	Asarum splendens	#1C	\$17.95	\$628.25
21	Cutting Edge Tiarella	#1C	\$10.95	\$229.95
40	Dart's Blue Vinca	2.5"C	\$2.19	\$87.60

\*Transplants are not  
Guaranteed

**Total Green Product: \$10,473.75**

**PRODUCT INSTALLATION AND SERVICES DESCRIPTION**

<b>PLANT MATERIAL INSTALLATION</b>	Mark and Locate Plants Dispose of All Waste	Plant Installation Water if Necessary	\$7,645.84
<b>PLANT BED/EDGING INSTALLATION</b>	Removals & Transplants Listed Till in 10 CY Topsoil / Compost	On Separate Sheet* Mix into Excavated Areas	\$35,115.14
	Amend Per Plant With 40CY Shredded Hardwood	1 CY Mushroom Compost 5 Tree Staking Kits	
	15 15-18" Flagstone Steppers Create Tree Rings on North	Replace N. Timbers w/ 6x6 Road / Load and Installation	
<b>LESS CONSULTATION FEE</b>			<\$1,310.00>

<u>Gross Project Cost</u>	<u>Volume Product Discount</u>	<u>Adjusted Project Cost</u>	<u>Illinois Tax</u>	<u>Net Project Cost</u>
\$51,924.73	\$2,956.00	\$48,968.73	\$0.00	\$48,968.73

**TERMS AND AGREEMENTS OF THIS PROPOSED CONTRACT**

Country Arbors Nursery, Incorporated hereby proposes to furnish labor and materials in accordance with the specifications on the reverse side of this proposal for the sum of \$48,968.73, with a deposit of \$12,242.18 which will leave a balance due in the amount of \$36,726.55 which is to be paid in full upon the completion of this contract. This agreement will be subject to the guarantee and other conditions as specified on the reverse side of this proposal. The prices and conditions are satisfactory and are hereby accepted. You are authorized to perform the work per the terms specified in this contract. Payment will be made upon completion.

I have read the specifications set forth above, the proposal, the guarantee and general conditions on the reverse side, and agree to these as part of the contract. The following signature of the customer indicates the acceptance of this Truth in Lending Statement and of this proposal.

Customer Signature:

For Country Arbors Nursery, Inc.

Date:

## CONDITION OF SALE

### GUARANTEE

We guarantee that all plants are sound, and of the sizes and grades as indicated. All are grown under good and accepted nursery practices and are inspected pursuant to government requirements for freedom from diseases and insect pests.

IF WE PLANT, we agree to replace all trees, shrubs, and evergreens that do not survive up to one year after planting with one replacement of each plant. Replacement will be made with plants of the original size and quality as previously installed, provided they have been properly cared for. Request for replacement must be made in writing. No charge shall be made for the plant(s) or for the labor.

This guarantee is not in effect if: (1) The plants are not properly cared for and our instructions for care are not followed; (2) Plants are not paid for within 30 days after delivery, or installment payments are not met as agreed to; (3) Losses are not reported in writing within one year after the installation date; (4) If the loss is due to a catastrophe of endemic proportions.

No guarantee is made for foliage color for any reason. This guarantee is void of plants damaged by vandalism, motor vehicles, drought, ice or wind storms, untimely freeze, animals or pets or any other type of mechanical or chemical injury while in the possession of the purchaser. Plant material is not guaranteed when planted in planter boxes or cemeteries.

Grass seed is guaranteed to have the purity and germination percentage specified on the label of each package or bag. No guarantee is made as to productivity or growth of grass seed or lawns. No guarantee is made for roses, perennials, annuals, house plants, garden seeds, vines, or ground cover.

IF YOU PLANT, the terms above apply with the exception that all plants will be replaced at 50% of the amount paid for that plant. Substitutions may be made with the amount of credit due being applied to the cost of the plant being substituted.

### GENERAL CONDITIONS

This guarantee is made to the client originally supplied with plants or services and is not transferable. The person or persons contracting for plants or services are responsible for clearly marking all property boundaries and underground utilities. Unless this is done, Country Arbors is not responsible for utilities damage. Country Arbors will obtain the necessary utility clearance prior to performance.

Should at the time of planting, a particular size or variety of plant material be unavailable Country Arbors will make a suitable substitution. Attempts shall be made to reach the customer, however, should the attempts fail, the substitution will be planted.

Country Arbors assumes no accuracy of land grades unless employed to do the rough grading. For purposes of this agreement fine grading is assumed to be plus or minus one (1) inch. Neither is Country Arbors responsible for grade changes, settling of back fills of soil in or around any plants or structures other than those installed as part of the contract. Any hidden obstruction not apparent at the time of planting, such as concrete or old asphalt driveways, which would influence water drainage or livability, nullifies this guarantee for such plants planted in that area.

The signature on the reverse side indicates acceptance of this proposal, and by such acceptance does hereby irrevocably appoint any attorney of any court of record as his attorney to appear for him in such court at any time after default; to waive the issuance and service of process; to confess owing hereunder together with reasonable attorney's fees and cost of suit; to release all errors that may intervene in such proceeding; to agree that no appeal shall be prosecuted upon the judgment entered by virtue hereof; and, to consent to immediate execution on such judgment; hereby ratifying and confirming all that said attorney may do by virtue hereof.

Country Arbors Nursery shall not be responsible for work delays caused by labor disturbances, accidents, fires, delays in transportation, weather or other conditions or causes of delay which are beyond the control of Country Arbors Nursery. Country Arbors reserves the right to revise or rescind this proposal if not accepted with ten (10) days from the date of presentation. The customer has the right to rescind this proposal within three (3) business days after signing. To expedite prompt and accurate action all complaints shall be confirmed with written correspondence.

**BOARD OF TRUSTEES OF  
THE URBANA FREE LIBRARY  
RESOLUTION NO. 2024-09**

**RESOLUTION TO ACCEPT GIFTS**

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

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

**WHEREAS**, The Board of Library Trustees of the Library has the power and authority to accept and reject gifts and 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 Gift</u>
Friends of The Urbana Free Library	\$3,013.81	Home delivery bags
The Urbana Free Library Foundation	\$2,635	Porch furniture
Judith S. Liebman Trust	\$5,000	Unrestricted

**WHEREAS**, the Board of Library Trustees desires to accept the aforesaid gifts 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 gifts and shall be bound by the conditions and restrictions, if any, pursuant to which such gifts have been made.

**Section 2.**

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

**ADOPTED** by the Board of Trustees at a regular meeting thereof, held this 14<sup>th</sup> day of May, 2024.

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

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

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

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

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
President

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

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11

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

802 LIBRARY GENERAL FUND

802 40100	-4,009,959.00	PROPERTY TAXES	0.00	-4,009,959.00	-2,949,773.64	0.00	-1,060,185.36	73.6%
802 40302	-204,990.00	PPRT	0.00	-204,990.00	-150,956.88	0.00	-54,033.12	73.6%
802 40309	-56,354.00	STATE PER CAPITA FOR LIBRARY	0.00	-56,354.00	-56,545.60	0.00	191.60	100.3%
802 41500	-40,280.00	GRANTS FROM LOCAL GOVERNMENTS	0.00	-40,280.00	-34,980.00	0.00	-5,300.00	86.8%
802 41700	-157,900.00	CITY OTHER CONTRIBUTION	0.00	-157,900.00	-115,180.20	0.00	-42,719.80	72.9%
802 44220	-33,350.00	FRANCHISE FEE	0.00	-33,350.00	-66,700.00	0.00	33,350.00	200.0%
802 44599	-1,000.00	OTHER SALES	0.00	-1,000.00	-1,070.87	0.00	70.87	107.1%
802 44800	-50,300.00	LIBRARY FEES	0.00	-50,300.00	-45,159.05	0.00	-5,140.95	89.8%
802 45000	-700.00	INVESTMENT INCOME	0.00	-700.00	-25,293.18	0.00	24,593.18	3613.3%
802 46290	-82,735.00	OTHER REIMBURSEMENTS	0.00	-82,735.00	-77,568.01	0.00	-5,166.99	93.8%
802 46300	-68,600.00	DONATIONS/CONTRIBUTIONS/GIFTS	-7,030.00	-75,630.00	-61,430.00	0.00	-14,200.00	81.2%
802 46900	-111,530.00	OTHER MISCELLANEOUS REVENUES	0.00	-111,530.00	-2,227.10	0.00	-109,302.90	2.0%
802 49803	-77,000.00	TRF FROM LIB RESERVE FUND	0.00	-77,000.00	0.00	0.00	-77,000.00	.0%
802 49820	-7,864.00	TRANSFER FROM LIBRARY BLDG FUN	0.00	-7,864.00	-7,864.00	0.00	0.00	100.0%
TOTAL LIBRARY GENERAL FUND	-4,902,562.00		-7,030.00	-4,909,592.00	-3,594,748.53	0.00	-1,314,843.47	73.2%

80280800 LIBRARY ADMINISTRATION

80280800 50110	419,591.00	SALARY - REGULAR EMPLOYEES	0.00	419,591.00	346,605.81	0.00	72,985.19	82.6%
80280800 52320	16,522.00	TRAVEL, EDUCATION AND TRAINING	0.00	16,522.00	13,246.66	0.00	3,275.34	80.2%



YEAR-TO-DATE BUDGET REPORT

FOR 2024 11							
ACCOUNTS FOR: 802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL LIBRARY ADMINISTRATION	436,113.00	0.00	436,113.00	359,852.47	0.00	76,260.53	82.5%
<b>80280801 LIBRARY CENTRALIZED COSTS</b>							
80280801 50210	279,060.00	0.00	279,060.00	212,729.92	0.00	66,330.08	76.2%
80280801 50220	197,234.00	0.00	197,234.00	149,228.36	0.00	48,005.64	75.7%
80280801 50240	41,621.00	0.00	41,621.00	13,132.46	0.00	28,488.54	31.6%
80280801 50251	157,900.00	0.00	157,900.00	115,180.20	0.00	42,719.80	72.9%
80280801 51900	43,462.00	0.00	43,462.00	31,694.22	0.00	11,767.78	72.9%
80280801 52101	5,500.00	0.00	5,500.00	1,510.00	0.00	3,990.00	27.5%
80280801 52199	28,472.00	0.00	28,472.00	23,484.00	0.00	4,988.00	82.5%
80280801 52721	16,000.00	0.00	16,000.00	14,738.41	0.00	1,261.59	92.1%
80280801 52902	6,400.00	0.00	6,400.00	4,898.62	0.00	1,501.38	76.5%
80280801 52904	500.00	0.00	500.00	513.00	0.00	-13.00	102.6%
80280801 52907	300.00	0.00	300.00	254.65	0.00	45.35	84.9%
80280801 52999	47,570.00	0.00	47,570.00	4,589.78	0.00	42,980.22	9.6%
TOTAL LIBRARY CENTRALIZED COSTS	824,019.00	0.00	824,019.00	571,953.62	0.00	252,065.38	69.4%
<b>80280802 ADULT &amp; YOUTH SERVICES</b>							
80280802 51801	138,000.00	0.00	138,000.00	115,681.83	0.00	22,318.17	83.8%
80280802 51801 80103	56,750.00	0.00	56,750.00	52,164.97	0.00	4,585.03	91.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280802 51802 80103	25,200.00	0.00	25,200.00	19,935.99	0.00	5,264.01	79.1%
80280802 51803	10,500.00	0.00	10,500.00	9,229.83	0.00	1,270.17	87.9%
80280802 51803 80103	500.00	0.00	500.00	453.10	0.00	46.90	90.6%
80280802 51804	2,300.00	0.00	2,300.00	1,844.56	0.00	455.44	80.2%
80280802 51805	2,000.00	0.00	2,000.00	1,902.17	0.00	97.83	95.1%
80280802 51806	20,000.00	0.00	20,000.00	15,664.65	0.00	4,335.35	78.3%
80280802 51806 80103	3,800.00	0.00	3,800.00	2,702.41	0.00	1,097.59	71.1%
80280802 51807 80103	3,300.00	1,000.00	4,300.00	3,320.34	0.00	979.66	77.2%
80280802 51809	4,000.00	0.00	4,000.00	3,695.00	0.00	305.00	92.4%
80280802 51811	121,000.00	-1,000.00	120,000.00	98,409.42	0.00	21,590.58	82.0%
80280802 52910	43,730.00	0.00	43,730.00	35,264.92	0.00	8,465.08	80.6%
TOTAL ADULT & YOUTH SERVICES	431,080.00	0.00	431,080.00	360,269.19	0.00	70,810.81	83.6%

80280803 ARCHIVES

80280803 50110	287,839.00	0.00	287,839.00	197,419.68	0.00	90,419.32	68.6%
80280803 51801	4,100.00	0.00	4,100.00	3,137.72	0.00	962.28	76.5%
80280803 51803	3,070.00	0.00	3,070.00	2,088.75	0.00	981.25	68.0%
80280803 51808	16,531.00	0.00	16,531.00	0.00	0.00	16,531.00	.0%
80280803 52320	1,800.00	0.00	1,800.00	150.00	0.00	1,650.00	8.3%
80280803 52910	20,000.00	0.00	20,000.00	18,881.95	0.00	1,118.05	94.4%
80280803 52912	9,925.00	0.00	9,925.00	8,945.00	0.00	980.00	90.1%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11							
ACCOUNTS FOR:	802 LIBRARY GENERAL FUND						
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
TOTAL ARCHIVES	343,265.00	0.00	343,265.00	230,623.10	0.00	112,641.90	67.2%
<b>80280805 LIBRARY FACILITIES</b>							
80280805 50110	43,405.00	0.00	43,405.00	26,417.03	0.00	16,987.97	60.9%
80280805 51410	2,000.00	0.00	2,000.00	424.04	0.00	1,575.96	21.2%
80280805 51420	60,000.00	0.00	60,000.00	815.82	0.00	59,184.18	1.4%
80280805 51900	3,900.00	0.00	3,900.00	252.68	0.00	3,647.32	6.5%
80280805 52199	0.00	6,330.00	6,330.00	0.00	0.00	6,330.00	.0%
80280805 52201	131,541.00	0.00	131,541.00	41,859.71	0.00	89,681.29	31.8%
80280805 52202	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%
80280805 52600	174,050.00	0.00	174,050.00	154,765.54	0.00	19,284.46	88.9%
80280805 52710	47,109.00	0.00	47,109.00	42,726.00	0.00	4,383.00	90.7%
80280805 52999	107,660.00	0.00	107,660.00	111,368.07	0.00	-3,708.07	103.4%
80280805 53200	1,986,753.00	0.00	1,986,753.00	102,644.42	0.00	1,884,108.58	5.2%
TOTAL LIBRARY FACILITIES	2,557,418.00	6,330.00	2,563,748.00	481,273.31	0.00	2,082,474.69	18.8%
<b>80280806 LIBRARY ACQUISITIONS</b>							
80280806 50110	390,622.00	0.00	390,622.00	320,575.91	0.00	70,046.09	82.1%
80280806 51900	28,000.00	0.00	28,000.00	17,601.56	0.00	10,398.44	62.9%
80280806 52320	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11

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

TOTAL LIBRARY ACQUISITIONS  
 419,622.00      0.00      419,622.00      338,177.47      0.00      81,444.53      80.6%

80280807 LIBRARY CIRCULATION

80280807 50110      SALARY - REGULAR EMPLOYEES  
 1,169,489.00      0.00      1,169,489.00      849,983.87      0.00      319,505.13      72.7%

80280807 52320      TRAVEL, EDUCATION AND TRAINING  
 3,642.00      0.00      3,642.00      1,152.37      0.00      2,489.63      31.6%

TOTAL LIBRARY CIRCULATION  
 1,173,131.00      0.00      1,173,131.00      851,136.24      0.00      321,994.76      72.6%

80280808 LIBRARY IT

80280808 50110      SALARY - REGULAR EMPLOYEES  
 142,382.00      0.00      142,382.00      116,167.71      0.00      26,214.29      81.6%

80280808 51500      SHARED IT COSTS  
 133,490.00      0.00      133,490.00      63,602.67      0.00      69,887.33      47.6%

80280808 51900      OTHER SUPPLIES  
 12,650.00      0.00      12,650.00      9,333.17      0.00      3,316.83      73.8%

80280808 52203      MAINTENANCE AGREEMENTS  
 6,434.00      0.00      6,434.00      6,241.33      0.00      192.67      97.0%

80280808 52320      TRAVEL, EDUCATION AND TRAINING  
 1,500.00      0.00      1,500.00      1,231.02      0.00      268.98      82.1%

80280808 52600      UTILITIES  
 2,484.00      0.00      2,484.00      2,200.00      0.00      284.00      88.6%

80280808 52999      OTHER CONTRACTUAL SERVICES  
 17,700.00      0.00      17,700.00      9,600.00      0.00      8,100.00      54.2%

TOTAL LIBRARY IT  
 316,640.00      0.00      316,640.00      208,375.90      0.00      108,264.10      65.8%

80280809 LIBRARY COMMUNITY ENGAGEMENT

80280809 50110      SALARY - REGULAR EMPLOYEES  
 283,231.00      0.00      283,231.00      176,307.04      0.00      106,923.96      62.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280809 51812		LIBRARY PROGRAM SUPPLIES					
	19,350.00	0.00	19,350.00	14,107.51	0.00	5,242.49	72.9%
80280809 51812 80102	4,400.00	LIBRARY PROGRAM SUPPLIES	4,400.00	2,817.96	0.00	1,582.04	64.0%
		0.00					
80280809 51812 80103	5,400.00	LIBRARY PROGRAM SUPPLIES	6,100.00	3,465.10	0.00	2,634.90	56.8%
		700.00					
80280809 51812 80104	800.00	LIBRARY PROGRAM SUPPLIES	800.00	846.01	0.00	-46.01	105.8%
		0.00					
80280809 52199	21,700.00	OTHER PROFESSIONAL SERVICES	21,700.00	17,012.10	0.00	4,687.90	78.4%
		0.00					
80280809 52320	500.00	TRAVEL, EDUCATION AND TRAINING	500.00	500.00	0.00	0.00	100.0%
		0.00					
80280809 52909	14,440.00	ADV/MKTING/PUBLIC EDUCATION	14,440.00	5,484.99	0.00	8,955.01	38.0%
		0.00					
TOTAL LIBRARY COMMUNITY ENGAGEMENT	349,821.00	700.00	350,521.00	220,540.71	0.00	129,980.29	62.9%
<b>80280851 MERCHANDISE SALES</b>							
80280851 51810	3,195.00	LIBRARY RESALE PURCHASES	3,195.00	901.94	0.00	2,293.06	28.2%
		0.00					
TOTAL MERCHANDISE SALES	3,195.00	0.00	3,195.00	901.94	0.00	2,293.06	28.2%
TOTAL LIBRARY GENERAL FUND	1,951,742.00	0.00	1,951,742.00	28,355.42	0.00	1,923,386.58	1.5%
TOTAL REVENUES	-4,902,562.00	-7,030.00	-4,909,592.00	-3,594,748.53	0.00	-1,314,843.47	
TOTAL EXPENSES	6,854,304.00	7,030.00	6,861,334.00	3,623,103.95	0.00	3,238,230.05	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11								
ACCOUNTS FOR: 803 LIBRARY SPECIAL RESERVE FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
<b>80380860 RESERVED FUNDS</b>								
<b>80380860 59802</b>		TFR TO LIBRARY OPERATING FUND						
	77,000.00	0.00	77,000.00	0.00	0.00	77,000.00	.0%	
TOTAL RESERVED FUNDS	77,000.00	0.00	77,000.00	0.00	0.00	77,000.00	.0%	
TOTAL LIBRARY SPECIAL RESERVE FUND	77,000.00	0.00	77,000.00	0.00	0.00	77,000.00	.0%	
	TOTAL EXPENSES	0.00	77,000.00	0.00	0.00	77,000.00		

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11

ACCOUNTS FOR: 810 LIBRARY TRUST FUND  
 ORIGINAL APPROP      TRANS/ADJSMTS      REVISED BUDGET      YTD ACTUAL      ENCUMBRANCES      AVAILABLE BUDGET      % USED

810 LIBRARY TRUST FUND

810 46300		DONATIONS/CONTRIBUTIONS/GIFTS						
	-23,850.00		-100.00	-23,950.00	-21,203.79	0.00	-2,746.21	88.5%
TOTAL LIBRARY TRUST FUND	-23,850.00	-100.00	-23,950.00	-21,203.79	0.00	-2,746.21	88.5%	

81080831 ADMIN GIFTS

81080831 51420	60,000.00	OFFICE FURNITURE	0.00	60,000.00	0.00	0.00	60,000.00	.0%
81080831 51900	600.00	OTHER SUPPLIES	0.00	600.00	0.00	0.00	600.00	.0%
81080831 51990	500.00	OTHER LIBRARY MATERIALS	0.00	500.00	1,139.83	0.00	-639.83	228.0%
81080831 52801	0.00	LIBRARY PROGRAMS	0.00	0.00	2,802.41	0.00	-2,802.41	100.0%
81080831 53200	300,500.00	BUILDING	0.00	300,500.00	118,928.75	0.00	181,571.25	39.6%
TOTAL ADMIN GIFTS	361,600.00		0.00	361,600.00	122,870.99	0.00	238,729.01	34.0%

81080832 ADULT GIFTS

81080832 51801	19,500.00	LIBRARY BOOKS	0.00	19,500.00	5,108.47	0.00	14,391.53	26.2%
81080832 51990	0.00	OTHER LIBRARY MATERIALS	100.00	100.00	0.00	0.00	100.00	.0%
TOTAL ADULT GIFTS	19,500.00		100.00	19,600.00	5,108.47	0.00	14,491.53	26.1%

81080833 CHILDREN'S GIFTS

81080833 51801	12,150.00	LIBRARY BOOKS	0.00	12,150.00	4,909.17	0.00	7,240.83	40.4%
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YEAR-TO-DATE BUDGET REPORT

FOR 2024 11								
ACCOUNTS FOR: 810 LIBRARY TRUST FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
81080833 52801	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00	.0%	
81080833 52803	9,100.00	0.00	9,100.00	680.46	0.00	8,419.54	7.5%	
TOTAL CHILDREN'S GIFTS	24,250.00	0.00	24,250.00	5,589.63	0.00	18,660.37	23.1%	
<b>81080834 ARCHIVES GIFTS</b>								
81080834 51801	3,150.00	0.00	3,150.00	0.00	0.00	3,150.00	.0%	
81080834 51990	250.00	0.00	250.00	0.00	0.00	250.00	.0%	
81080834 52804	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00	.0%	
TOTAL ARCHIVES GIFTS	7,400.00	0.00	7,400.00	0.00	0.00	7,400.00	.0%	
TOTAL LIBRARY TRUST FUND	388,900.00	0.00	388,900.00	112,365.30	0.00	276,534.70	28.9%	
TOTAL REVENUES	-23,850.00	-100.00	-23,950.00	-21,203.79	0.00	-2,746.21		
TOTAL EXPENSES	412,750.00	100.00	412,850.00	133,569.09	0.00	279,280.91		



**YEAR-TO-DATE BUDGET REPORT**

FOR 2024 11								
ACCOUNTS FOR: 820 LIBRARY BUILDING FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
<b>82080852 BUILDING COSTS</b>								
82080852 52999		OTHER CONTRACTUAL SERVICES						
	1,500.00	0.00	1,500.00	728.46	0.00	771.54	48.6%	
82080852 59802		TFR TO LIBRARY GENERAL FUND						
	7,864.00	0.00	7,864.00	7,864.00	0.00	0.00	100.0%	
<b>TOTAL BUILDING COSTS</b>								
	9,364.00	0.00	9,364.00	8,592.46	0.00	771.54	91.8%	
<b>TOTAL LIBRARY BUILDING FUND</b>								
	9,364.00	0.00	9,364.00	8,592.46	0.00	771.54	91.8%	
<b>TOTAL EXPENSES</b>								
	9,364.00	0.00	9,364.00	8,592.46	0.00	771.54		

YEAR-TO-DATE BUDGET REPORT

FOR 2024 11							
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
	GRAND TOTAL						
2,427,006.00	0.00	2,427,006.00	149,313.18	0.00	2,277,692.82	6.2%	

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

THE URBANA FREE LIBRARY: Selected Statistics--2 year comparison FY23-FY24																		Difference: YTD FY24 Apr minus YTD FY23 Apr	
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	FY YTD total						
<b>PROGRAMS</b>																			
Total number all library programs FY23	48	48	53	57	48	44	48	47	56	54	56	58	617	FY23					
Total number all library programs FY24	55	47	52	59	53	44	40	49	47	61			507	FY24					4
Total number all program attendees FY23	908	784	977	1,548	840	821	891	976	1,608	2,097	1,474	1,635	14,559	FY23					
Total number all program attendees FY24	1,163	1,077	1,197	2,256	1,775	1,508	801	1,058	1,307	3,904			16,046	FY24					4,596
Total number of additional views of recorded programs FY23 (Note 11)		0	0	0	0	0	3	0	0	0	0	-	3	FY23					
Total number of additional views of recorded programs FY24		0	0	0	0	0	0	0	0	0	0		-	FY24					(3)
<b>LIBRARY CARDS</b>																			
Total number of current cardholders (R/NR) at end of month FY23	14,018	14,035	14,009	15,222	15,176	14,166	14,209	14,225	14,365	14,510	14,625	14,807	14,807	FY23					1,219
Total number of current cardholders (R/NR) at end of month FY24	15,008	15,202	15,304	10,876	15,565	15,586	15,726	15,775	15,759	15,729				FY24					
<b>COLLECTION</b>																			
Total collection size FY23	397,260	401,107	401,169	400,811	399,838	398,163	396,218	394,949	395,080	395,067	395,067	395,535	395,535	FY23					
Total collection size FY24 (Note 1)	390,575	394,319	385,354	388,654	389,498	388,535	389,663	394,863	392,694	375,461				FY24					
Cumulative total number of linear feet of Archives collection FY23													6,130	FY23					
Cumulative total number of linear feet of Archives collection FY24													6,130	FY24					
<b>CIRCULATION</b>																			
Total circulation of all items (including self-check) FY23	57,867	58,035	52,712	57,531	56,102	56,333	58,989	54,375	59,059	55,328	56,027	56,667	679,025	FY23					
Total circulation of all items (including self-check) FY24 (Note 2)	57,832	56,962	54,405	57,068	56,068	57,926	60,544	52,827	57,940	52,345			563,917	FY24					(2,414)
<b>OTHER COLLECTION USE</b>																			
In-House Circulation of circulating electronic equipment	6	1	-	22	22	29	36	27	53	65									
TUFL items sent to other libraries for interlibrary loan	3,220	3,199	3,207	3,359	3,013	3,051	3,177	3,113	3,228	2,719									
Total Other Collection Use	3,226	3,200	3,207	3,381	3,035	3,080	3,213	3,140	3,281	2,784	-	-	-						
TOTAL USE OF COLLECTION (Note 9)	61,058	60,162	57,612	60,449	59,103	61,006	63,757	55,967	61,221	55,129	-	-	595,464						
Total circulation using self-check FY23	11,426	11,417	9,669	10,574	11,070	9,927	12,041	10,593	11,322	9,683	9,395	11,521	128,638	FY23					
Percentage self-check FY23	20%	20%	18%	18%	20%	18%	20%	19%	19%	18%	17%	20%	19%						(3,795)
Total circulation using self-check FY24	11,427	10,869	9,845	10,316	9,951	9,867	11,449	10,021	10,384	9,798			103,927	FY24					
Percentage self-check FY24	20%	19%	18%	18%	18%	17%	0.1891021	19%	18%	19%	#DIV/0!	#DIV/0!	18%						
Total circulation of downloadables FY23	9,827	9,229	8,531	8,862	8,949	9,952	10,364	9,702	10,063	9,510	10,310	10,545	115,844	FY23					
Percentage downloadable FY23	17%	16%	16%	15%	16%	18%	18%	18%	17%	17%	18%	19%	17%						
Total circulation of downloadables FY24 (Notes 10 & 12)	11,082	11,126	10,596	12,075	12,919	13,434	14,526	13,128	14,031	12,642			125,559	FY24					30,570
Percentage downloadable FY24	19%	20%	19%	21%	23%	23%	24%	25%	24%	24%	#DIV/0!	#DIV/0!	22%						
<b>REFERENCE QUESTIONS</b>																			
Total numbers of all Reference Qs library-wide FY23	4,324	4,506	3,788	3,861	3,615	2,723	3,612	3,255	3,840	3,882	4,298	4,394	46,098	FY23					
Total numbers of all Reference Qs library-wide FY24 (Note 3)	4,761	4,696	3,501	3,934	3,703	3,469	4,006	3,966	3,794	4,004			39,834	FY24					2,428
<b>INTERNET</b>																			
Total number of views of library homepage FY23	28,083	30,732	25,483	23,256	23,614	20,584	27,003	25,085	26,010	24,096	23,708	24,139	301,793	FY23					
Total number of views of library homepage FY24 (Note 4)	26,496	24,720	28,069	28,613	24,889	20,137	27,490	22,964	25,441	25,159			253,978	FY24					32
Total number unique webpage users/visits FY23	8,132	9,938	9,919	8,176	9,210	7,916	9,220	9,482	9,478	9,752	8,714	8,777	108,714	FY23					
Total number unique webpage users/visits FY24	9,229	9,154	8,974	9,276	8,710	7,907	9,518	9,026	9,131	9,706			90,631	FY24					(592)
Total number searches in CU Online/LHO FY23	33,918	33,953	31,578	33,312	29,976	32,581	38,673	33,074	36,238	44,055	54,946	33,080	435,384	FY23					
Total number searches in CU Online/LHO FY24	37,661	40,818	52,956	58,927	58,975	45,996	80,296	48,009	74,232	46,709			544,579	FY24					197,221
Total # of public computer sessions FY23	1,603	1,960	1,830	2,087	1,928	1,529	1,699	1,880	1,745	1,745	1,884	1,988	21,878	FY23					
Total # of public computer sessions FY24 (Notes 5)	1,904	2,065	1,766	1,800	1,797	1,563	1,757	1,872	1,814	1,757			18,095	FY24					89
Total # of hours of public computers used FY23	1,433	1,743	1,875	2,193	2,354	1,790	2,068	2,064	1,903	1,903	2,018	2,196	23,540	FY23					
Total # of hours of public computers used FY24 (Note 6)	2,129	2,162	1,770	1,830	2,553	1,678	1,842	1,779	1,763	1,816			19,322	FY24					(4)
<b>VOLUNTEERS</b>																			
Total number of volunteer hours in whole library FY23	305	248	357	326	322	190	300	365	446	258	140	203	3,460	FY23					
Total number of volunteer hours in whole library FY24 (Note 7)	212	225	264	247	287	287	231	262	216	252			2,483	FY24					(634)
<b>MISCELLANEOUS</b>																			
Door count--monthly total for library FY23	16,675	17,585	17,132	18,272	18,452	15,088	16,780	16,341	18,364	15,274	18,149	19,179	207,291	FY23					
Door count--monthly total for library FY24	18,947	19,696	17,756	20,184	19,954	17,922	17,851	18,870	19,880	21,291			192,351	FY24					22,388
Total number of notary stamps per month FY23	443	413	348	324	333	411	300	353	316	316	361	311	4,229	FY23					

Total number of notary stamps per month FY24	363	489	458	469	363	403	343	388	407	381			4,064	FY24	507
Library room use--total number bookings FY23	15	14	25	27	26	27	28	23	27	38	26	23	299	FY23	
Library room use--total number bookings FY24	25	26	36	29	29	36	35	50	55	56			377	FY24	127
Study room use--total number bookings FY23	114	142	129	133	151	109	141	177	198	198	173	136	1,801	FY23	
Study room use--total number bookings FY24 (Note 8)	152	196	193	163	177	163	161	180	184	226			1,795	FY24	303

Note 1) Collection size is defined as "An organized collection of printed or other library materials, or a combination thereof," and includes books, newspapers, magazines, video, audio, software, and downloadable resources.

Note 2) Circulation includes all items checked out/renewed on Polaris (UFL + recip borrowed + ILL + 3M cloud) PLUS items checked out/downloaded from our Internet sources. Definition of circulation from IPLAR: Report the total annual circulation, including renewals, of all adult/childrens materials (age 15 or older) in all formats borrowed from your library by authorized patrons. Include circulation counts from all service outlets (main library, branches, and bookmobile). Include: Interlibrary loans borrowed from other libraries, bulk loan materials, and reciprocal borrowing transactions. Exclude: ILL to other libraries."

Note 3) IPLAR definition of Reference Question: "A reference question is a request for information or referral by a library patron in contact with a library staff member who facilitates answering the patron's inquiry through the use of information sources e.g., the library's collection, databases, the Internet, other persons, and other agencies. Reference questions are received in person; via fax, e-mail, phone, or virtual/networked reference services. EXCLUDE: Directional transactions or questions about library rules/policies."

Note 4) IPLAR definition of homepage: This is the number of times the library's homepage was viewed by any visitor to the library's website. A page can be viewed more than once by the same visitor, and each view should be counted."

Note 5) Total of manual & electronic stats. Currently tabulated manually at children's game workstations. Adult computer lab; computers in Children's for adults; and computers in Archives tabulated via PC Reservation.

Note 6) Includes the Adult Computer Lab, the Parents' computers in Children's Department, and the Archives computers controlled by Envisionware PC Res Usage.

Note 7) Volunteers managed in different departments, not Friends of The Urbana Free Library or the Champaign-Urbana Herb Society.

Note 8) This number only includes study room bookings.

Note 9) This number includes downloadable books, magazines, videos via Zinio, My Media Mall, and 3M Cloud.

Note 10) Total Use of Collection = Circulation + CCHA in-house use + electronic equipment in-house use + interlibrary loan

Note 11) This is based on the number of additional views of the previous months' programs.

Note 12) Statistics for both Kanopy and Libby have had changes this year that impacted the way usage statistics appear, making the statistics look more inflated than the actual rise in usage. Libby changes started in October, and Kanopy changes started in November.