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 November 11, 2025, 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 Presentation

7.0 Action Items (Consent Agenda)
Board Meeting Minutes of October 14, 2025
Payroll for October 17, 2025; total $139,291.07
Payroll for October 31, 2025; total $125,166.03
Bills for October 17, 2025; total $34,468.32
Bills for October 24, 2025; total $9,485.48
Bills for October 31, 2025; total $71,770.32

8.0 Action Items (Individual)
8.1 Executive Director Succession Plan
8.2 Ameren invoice for $11,784.17

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 Closed session for the discussion of:
16.1 Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2 (c) (2).
17.0 Adjournment

The next regularly scheduled meeting of the Board of Trustees of The Urbana Free Library will be December 9, 2025, 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.

Director’s Report

Date: November 6, 2025
To: The Urbana Free Library Board of Trustees
From: Taliah Abdullah, Executive Director
Re: Director’s Report for Board Meeting of November 11, 2025

Table of Contents

Strategic Plan Progress

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

- Reimagining of space due to the renovation and based on an identified need to provide access to teens has led to some experimentation on the 2nd floor of the library to create a Teen Zone, a space in which teens have available access to computers. Other additions to the space are being considered.
- Staff explored how to host the Library Trick or Treat in the thick of the renovation, and did so successfully. Over 300 attendees explored indoors and outside, to participate in a scavenger hunt, Glow in the Dark dance party, a craft activity and lots of treats. Attendees were appreciative that this event was held, either as the first and only trick or treat event or the first to start the Halloween evening. There were many parents experiencing their first Halloween with babies and young children while also being new library visitors.

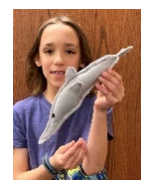
EMBRACE We learn about and respond to our community in order to create a welcoming environment that cultivates equity, mutual respect, and belonging.

- During the month of October, Library staff participated in 17 events outreach opportunities and spoke with over 1,200 community members. Those events included visits to Yankee Ridge, King, and Thomas Paine schools, the Disability Resource Expo, Pride Fest, and art and craft clubs at the afterschool program SPLASH (Students Playing Learning After School Hours) at Urbana Middle School and Dr. Preston Williams Jr. Elementary School.

- The Library received thank-you letters acknowledging our participation in fall community events. One was from the City of Urbana for the Philo Road Ahead: Community Kickoff Block Party, and the other was from 40 North for the Fall Fusion Festival. Both of those events drew hundreds of community members.
- October is the month when we seek intentional feedback on programs that are offered, via a short survey. To date, we have received more than 100 responses, marking the largest response we have received since launching the program survey. Overwhelming, the responses have been positive. Suggestions received will be taken into account in planning future programs.

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

- Amy Carpenter presented Filipino Research 101 which covered a brief history of the Philippines, including invasions/occupations and their effect on record keeping, official languages, and naming practices. The three main historical eras being Spanish (1565-1898), American (1898-1946), Japanese (1942-1945). After reviewing record types and how to locate, Carpenter talked about emigration and additional genealogical resources.
- Children ages 7-11 and their caregivers gathered for the Young Artist's Studio - Sewing Arts. to design a stuffed creature. Children learned machine and hand sewing techniques to make their creatures and added details like eyes and appendages. Creations included ghosts, cats, replicas of favorite toys, pumpkins, and a dolphin with a back fin sewn at a 90-degree angle to the body, a design component for dolphins in the wild. Some children were so inspired that they took some materials home to continue creating.



- The Library hosted a diverse line-up of performances for an annual favorite, the CU Folk & Roots Festival. The Whitney Ashe Trio was present as part of the CU Jazz Fest. One patron survey in October commented: "Live music is so important in these trying times! So grateful there are affordable venues to listen to live music!"
- The Banned Books Puzzle Race was enjoyed by several teams and included a multigenerational family team.

- The Library hosted an Artist Town Hall coordinated by 40 North with 29 artists in attendance. 40 North shared different grant opportunities, tips for getting selected for juried shows, and discussed initiatives artists would like to see to help support them. The Library shared databases and collection items that may be of interest to artists, as well as the ways it has collaborated with artists through grants, workshops, and programs.

Action Item Details & Additional Information

- The 2025 updates to the Illinois Public Library Standards stipulate that each library have a succession plan in place for the Executive Director/Library Director. To comply with the new standard, an Executive Director Succession Plan is introduced for Board review and approval.

This policy will be reviewed and updated every three years per the Library's usual policy review cycle. Staff recommends approval of this succession plan policy.

- Lauren Chambers, Gretchen Webb, and Anslie Waldrep presented at the Illinois Library Association conference this year. Anslie spoke on the panel, *A Peek Behind the Technical Services Curtain: Cataloging for Non-Catalogers* and talked about the relationship between cataloging and the work of desk staff. Attendees said the session should be offered again next year and that it was "chock full of good information." Lauren and Gretchen presented a poster on the Library's Fairy Tale Ball and how it could be scaled for larger or smaller libraries. Lauren also helped present a poster on virtual programming with Illinois Libraries Present and organized a preconference on how libraries can use data. Gretchen Webb and Rachel Fuller attended the Whole Community Training Summit, focusing on community protection, preparedness, response, and recovery in the face of an emergency. Session topics included Narcan and AED training, community resilience, and leadership.

Communication

Library Newsletters

- The TUFL Times, November 2025: https://tufl.moosend.com/show_campaign/6cb88929-f2b6-47ae-88a8-ac7d9a92d05a
- Archives Newsletter, November 2025: https://tufl.moosend.com/show_campaign/82457aa2-0439-4330-8e13-e5d82f73e8b9

Library News

- **October 5, 2025** - *dailyillini.com* - Folks sing praises for CU Folk and Roots Festival https://dailyillini.com/buzz-stories/music/live-music/2025/10/05/folk-roots-festival/
- **October 5, 2025** - *chambanamoms.com* - 50+ Things To Do Over Fall Break in Champaign-Urbana https://www.chambanamoms.com/2025/10/05/things-to-do-fall-break-champaign-urbana/
- **October 7, 2025** - *dailyillini.com* - Banned Books Week returns with activities, awareness https://dailyillini.com/buzz-stories/2025/10/07/banned-books-week-awareness/
- **October 8, 2025** - *wcia.com* - Spooky Book Recommendations for October - ciLiving https://www.wcia.com/video/spooky-book-recommendations-for-october/11149582/
- **October 8, 2025** - *wcia.com* - Banned Books Week 2025 - ciLiving https://www.wcia.com/video/banned-books-week-2025/11149561/
- **October 13, 2025** - *smilepolitely.com* - The Week: October 14-16 https://www.smilepolitely.com/culture/the-week-october-14-16/
- **October 16, 2025** - *smilepolitely.com* - Artist town halls encourage collaboration https://www.smilepolitely.com/splog/artist-town-halls-encourage-collaboration/
- **October 20, 2025** - *prospectusnews.com* - All about Champaign-Urbana's Little Free Libraries https://www.prospectusnews.com/trading-knowledge/

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 2025 - June 2026						
	July	August	September	October	November	December
Busey Bank Cash accounts	$ 3,476,560.39	$ 3,188,594.97	$ 4,675,169.94			
Busey Bank Credit Card account	$ 152,102.48	$ 155,474.35	$ 160,216.59			
Total	$ 3,628,662.87	$ 3,344,069.32	$ 4,835,386.53	$ -	$ -	$ -
	January	February	March	April	May	June
Busey Bank Cash accounts						
Busey Bank Credit Card account						
Total	$ -	$ -	$ -	$ -	$ -	$ -

City of Urbana

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L10175 | PAY PERIOD 09/28/2025 to 10/11/2025 | CHECK DATE 10/17/2025

YEAR 2026 PERIOD 4
EXPENDITURE ENTRIES
SHORT DESC PAY101725

GL EFF DATE 10/17/2025
REFERENCE L1017
REFERENCE2 8L10175

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2026	PERIOD 4				GL EFF DATE 10/17/2025
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	15,503.67
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	15,189.44
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	7,973.42
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	7,365.86
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	12,554.47
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	3,829.70
80280806	50110		COLLECTIONS	SALARY - REGULAR EMPLOYEE	20,459.09
80280807	50110		PATRON SERVICES	SALARY - REGULAR EMPLOYEE	38,603.42
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,798.40
80280809	50110		COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	12,013.60
				FUND TOTALS	139,291.07
				GRAND TOTALS	139,291.07

City of Urbana

GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W

WARRANT L1031 PAY PERIOD 10/12/2025 to 10/25/2025 CHECK DATE 10/31/2025

YEAR 2026 PERIOD 4 GL EFF DATE 10/31/2025
EXPENDITURE ENTRIES REFERENCE L1031
SHORT DESC PAY103125 REFERENCE2 8L1031

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2026	PERIOD 4			GL EFF DATE 10/31/2025	
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	14,601.84
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	8,374.88
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	7,314.65
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	12,542.65
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	4,607.61
80280806	50110		COLLECTIONS	SALARY - REGULAR EMPLOYEE	20,590.27
80280807	50110		PATRON SERVICES	SALARY - REGULAR EMPLOYEE	39,144.46
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,976.08
80280809	50110		COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	12,013.59
				FUND TOTALS	125,166.03
				GRAND TOTALS	125,166.03

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

CASH ACCOUNT: 802 10100 CASH

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	1XKW-6QXT-LVD1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280805 51900		LIBR FAC	OTHER SUPP		51.76			
							51.76		
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	13K3-7D9V-DNPH			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280809 51812	80103	LIBR COMM	LIBR SUPP		61.20			
							61.20		
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	19VF-YRGM-DCV7			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 81080832 51990		ADULT GIFT	OTH LIBMAT		190.81			
							190.81		
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	11K6-Q1GY-M1DW			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280808 51500		LIBR IT	SHARED IT		104.74			
							104.74		
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	1JF7-TK49-MRDP			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280809 51812	80103	LIBR COMM	LIBR SUPP		24.88			
							24.88		
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	1JQR-JVK1-FHFT			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		53.98			
							53.98		
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	1KPN-7TWT-9NG1			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		70.26			
							70.26		
2943	AMAZON CAPITAL SERVIC	0000		INV	10/17/2025	1Y7J-49P3-DLPY			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		28.94			
							28.94		
						CHECK TOTAL	**586.57**		
96	AMEREN ILLINOIS COMPA	0000		INV	10/17/2025	83137			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280805 52600		LIBR FAC	UTILITIES		12,222.51			
							12,222.51		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

CASH ACCOUNT: 802	10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK
						CHECK TOTAL		12,222.51		
1311	CARLE FOUNDATION HOSP	0001		INV	10/17/2025	V3X-TSN-JFV				
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280801 52199		LIBR CTRL	OTHER PROF			586.25			
								586.25		
						CHECK TOTAL		586.25		
2113	CLARK BAIRD SMITH LLP	0000	25327	INV	10/17/2025	2692				
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280801 52101		LIBR CTRL	LEGAL SVCS			6,600.00			
								6,600.00		
						CHECK TOTAL		6,600.00		
1218	COUNTRY ARBORS NURSER	0000		INV	10/17/2025	102-12710				
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280805 52999		LIBR FAC	OTHER SVCS			665.62			
								665.62		
						CHECK TOTAL		665.62		
234	EBSCO INDUSTRIES INC	0000		INV	10/17/2025	2600924				
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280802 51803		A&Y PROG	LIBR PER			54.51			
								54.51		
						CHECK TOTAL		54.51		
3316	ENGBERG ANDERSON, INC	0000	25187	INV	10/17/2025	24377300-14				
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280805 53200		LIBR FAC	BUILDING			3,815.00			
								3,815.00		
						CHECK TOTAL		3,815.00		
337	W W GRAINGER	0001		INV	10/17/2025	9672037026				
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280805 51900		LIBR FAC	OTHER SUPP			12.69			
								12.69		
						CHECK TOTAL		12.69		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

CASH ACCOUNT: 802 10100 CASH

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
3122	GRETCHEN MADSEN WEBB	0000		INV	10/17/2025	83147			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 81080831 51990		ADMIN GIFT OTH LIBMAT			300.00			
							300.00		
						CHECK TOTAL	**300.00**		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	90955449			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG LIBR BOOKS			341.82			
							341.82		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	90955450			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801 80103		A&Y PROG LIBR BOOKS			1,125.66			
							1,125.66		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	90967453			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG LIBR BOOKS			285.31			
							285.31		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	90967454			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801 80103		A&Y PROG LIBR BOOKS			420.41			
							420.41		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	90985335			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG LIBR BOOKS			187.18			
							187.18		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	90985336			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG LIBR BOOKS			583.67			
							583.67		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	91025151			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG LIBR BOOKS			847.32			
							847.32		
2260	INGRAM INDUSTRIES INC	0002		INV	10/17/2025	91095351			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG LIBR BOOKS			978.79			
							978.79		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

CASH ACCOUNT: 802		10100		CASH							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK
								CHECK TOTAL	**4,770.16**		
3959	JAMES PORTER		0000		INV	10/17/2025	83176				
	ACCOUNT DETAIL							**LINE AMOUNT**			
	1	80280805 51900		LIBR FAC	OTHER SUPP			128.56			
	2	80280805 52201		LIBR FAC	BLDG MAINT			15.75			
									144.31		
								CHECK TOTAL	**144.31**		
268	MIDWEST TAPE		0000		INV	10/17/2025	507835140				
	ACCOUNT DETAIL							**LINE AMOUNT**			
	1	80280802 51806		A&Y PROG	DVD			146.18			
									146.18		
268	MIDWEST TAPE		0000		INV	10/17/2025	507835142				
	ACCOUNT DETAIL							**LINE AMOUNT**			
	1	80280802 51806	80103	A&Y PROG	DVD			65.97			
									65.97		
								CHECK TOTAL	**212.15**		
1596	MUSIC DEFYING BOUNDAR		0000		INV	10/17/2025	83212				
	ACCOUNT DETAIL							**LINE AMOUNT**			
	1	80280809 51812		LIBR COMM	LIBR SUPP			200.00			
									200.00		
								CHECK TOTAL	**200.00**		
3890	OFFICE ESSENTIALS INC		0000		INV	10/17/2025	WO-787561-1				
	ACCOUNT DETAIL							**LINE AMOUNT**			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			32.42			
	2	802 46290		LGEN FUND	OTHR REIMB			2.27			
									34.69		
								CHECK TOTAL	**34.69**		
3770	OLIVIA COLEMAN		0000		INV	10/17/2025	83152				
	ACCOUNT DETAIL							**LINE AMOUNT**			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			36.40			
									36.40		
								CHECK TOTAL	**36.40**		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

CASH ACCOUNT: 802		10100		CASH							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK
9999	Amol B Naik		0000		INV	10/17/2025	83153				
	ACCOUNT DETAIL							LINE AMOUNT			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			30.00			
									30.00		
								CHECK TOTAL	**30.00**		
9999	Beth Niswonger		0000		INV	10/17/2025	83160				
	ACCOUNT DETAIL							LINE AMOUNT			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			5.00			
									5.00		
								CHECK TOTAL	**5.00**		
9999	James Lievano		0000		INV	10/17/2025	83159				
	ACCOUNT DETAIL							LINE AMOUNT			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			65.00			
									65.00		
								CHECK TOTAL	**65.00**		
9999	Katherine E Ryan		0000		INV	10/17/2025	83154				
	ACCOUNT DETAIL							LINE AMOUNT			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			25.00			
									25.00		
								CHECK TOTAL	**25.00**		
9999	Margaret Sammons		0000		INV	10/17/2025	83155				
	ACCOUNT DETAIL							LINE AMOUNT			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			10.00			
									10.00		
								CHECK TOTAL	**10.00**		
9999	Marguerita Hamilton		0000		INV	10/17/2025	83156				
	ACCOUNT DETAIL							LINE AMOUNT			
	1	80280801 51900		LIBR CTRL	OTHER SUPP			5.00			
									5.00		
								CHECK TOTAL	**5.00**		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

CASH ACCOUNT: 802		10100		CASH						
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
9999	Pamela Wolfe	0000		INV	10/17/2025	83157			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280801 51900		LIBR CTRL	OTHER SUPP		30.00			
							30.00		
						CHECK TOTAL	**30.00**		
9999	Patricia Rich Floess	0000		INV	10/17/2025	83158			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280801 51900		LIBR CTRL	OTHER SUPP		25.00			
							25.00		
						CHECK TOTAL	**25.00**		
54	OVERDRIVE INC	0000		INV	10/17/2025	01018CO25311586			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51811		A&Y PROG	DOWNLOAD		3,033.06			
							3,033.06		
54	OVERDRIVE INC	0000		INV	10/17/2025	01018DA25314630			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280802 51811		A&Y PROG	DOWNLOAD		150.00			
							150.00		
						CHECK TOTAL	**3,183.06**		
1392	PARAGON MICRO INC	0000		INV	10/17/2025	S5728491			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280808 51500		LIBR IT	SHARED IT		588.00			
							588.00		
1392	PARAGON MICRO INC	0000		INV	10/17/2025	S5728265			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280808 52999		LIBR IT	OTHER SVCS		140.00			
							140.00		
						CHECK TOTAL	**728.00**		
1843	THE IDEA STORE CREATI	0000		INV	10/17/2025	83150			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280809 51812		LIBR COMM	LIBR SUPP		100.00			
							100.00		
						CHECK TOTAL	**100.00**		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
CASH ACCOUNT: 802	10100	CASH							
6	RACHEL VELLENGA	0000		INV	10/17/2025	83169			

ACCOUNT DETAIL			LINE AMOUNT	
1	80280809 51812	LIBR COMM LIBR SUPP	21.40	
				21.40
			CHECK TOTAL	**21.40**

44	**INVOICES**	**WARRANT TOTAL**	**34,468.32**	**34,468.32**
		CASH ACCOUNT BALANCE		**3,864,760.16**

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L101725 10/17/2025
DUE DATE: 10/17/2025

FUND	ORG		ACCOUNT		AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND	802-00-00-000-000-46290-	OTHER REIMBURSEMENTS	2.27	0.00
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES	263.82	7,409.16
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52101-	LEGAL SERVICES	6,600.00	4,335.00
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52199-	OTHER PROFESSIONAL SE	586.25	2,073.56
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51801-	LIBRARY BOOKS	3,278.07	97,595.41
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,645.27	42,782.97
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51803-	LIBRARY PERIODICALS	54.51	9,241.07
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51806-	DVD'S	146.18	13,357.60
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51806-80103	DVD'S	65.97	2,416.37
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51811-	DOWNLOADABLES	3,183.06	89,786.57
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51900-	OTHER SUPPLIES	193.01	11,479.26
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI	15.75	55,838.24
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES	12,222.51	155,356.01
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	665.62	43,647.36
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-53200-	BUILDING	3,815.00	118,237.04
802	80280808	LIBRARY IT	802-60-80-808-000-51500-	SHARED IT COSTS	692.74	45,396.38
802	80280808	LIBRARY IT	802-60-80-808-000-52999-	OTHER CONTRACTUAL SER	140.00	30,057.35
802	80280809	COMMUNITY ENGAGEMENT	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	321.40	9,151.48
802	80280809	COMMUNITY ENGAGEMENT	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	86.08	1,857.83
				FUND TOTAL	**33,977.51**	
CASH ACCOUNT 802 10100		**BALANCE**	**3,864,760.16**			
810	81080831	ADMIN GIFTS	810-60-80-831-000-51990-	OTHER LIBRARY MATERIA	300.00	1,953.84
810	81080832	ADULT GIFTS	810-60-80-832-000-51990-	OTHER LIBRARY MATERIA	190.81	371.99
				FUND TOTAL	**490.81**	
CASH ACCOUNT 802 10100		**BALANCE**	**3,864,760.16**			
				WARRANT SUMMARY TOTAL	**34,468.32**	
				GRAND TOTAL	**34,468.32**	

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L102425 10/23/2025
DUE DATE: 10/23/2025

CASH ACCOUNT: 802	10100		CASH							
VENDOR		REMIT	PO		TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
3125	ALLIANCE ENTERTAINMEN	0000			INV	10/24/2025	PLS89973057			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280802 51805		A&Y PROG	CD			85.65			
	2 80280802 51806		A&Y PROG	DVD			42.50			
	3 80280802 51809		A&Y PROG	GAMES			275.56			
								403.71		
3125	ALLIANCE ENTERTAINMEN	0000			INV	10/24/2025	PLS89974656			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280802 51805		A&Y PROG	CD			50.57			
								50.57		
3125	ALLIANCE ENTERTAINMEN	0000			INV	10/24/2025	PLS90093235			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280802 51805		A&Y PROG	CD			78.54			
	2 80280802 51806		A&Y PROG	DVD			43.50			
	3 80280802 51809		A&Y PROG	GAMES			51.99			
								174.03		
							CHECK TOTAL	**628.31**		
2943	AMAZON CAPITAL SERVIC	0000			INV	10/24/2025	1FY1-3KJ4-KL79			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280809 51812	80103	LIBR COMM	LIBR SUPP			15.99			
								15.99		
2943	AMAZON CAPITAL SERVIC	0000			INV	10/24/2025	1CJV-D6JP-1KTM			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280809 51812		LIBR COMM	LIBR SUPP			48.19			
								48.19		
							CHECK TOTAL	**64.18**		
216	ART COOP, INC	0000			INV	10/24/2025	440723			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280809 52909		LIBR COMM	AD/MRK/PE			102.19			
								102.19		
							CHECK TOTAL	**102.19**		
1345	CHAMPAIGN COUNTY	0017			INV	10/24/2025	195			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 80280808 52600		LIBR IT	UTILITIES			200.00			
								200.00		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L102425 10/23/2025
DUE DATE: 10/23/2025

CASH ACCOUNT: 802 10100 CASH

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	**200.00**		
232	DEMCO INC	0002		INV	10/24/2025	7712529			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280806 51900		LIBR ACQ	OTHER SUPP		697.17			
							697.17		
						CHECK TOTAL	**697.17**		
859	GIBBS TECHNOLOGY COMP	0000		INV	10/24/2025	3337682			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280808 52203		LIBR IT	MAINT AGRM		183.18			
							183.18		
						CHECK TOTAL	**183.18**		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91139496			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		290.85			
							290.85		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91160588			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		104.92			
							104.92		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91160589			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		777.29			
							777.29		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91160590			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		964.43			
							964.43		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91160591			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		953.64			
							953.64		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91168253			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		326.14			
							326.14		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L102425 10/23/2025
DUE DATE: 10/23/2025

CASH ACCOUNT: 802 10100 CASH

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91197128			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		192.13			
							192.13		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91228333			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		241.27			
							241.27		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91247289			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		28.78			
							28.78		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91264965			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		821.94			
							821.94		
2260	INGRAM INDUSTRIES INC	0002		INV	10/24/2025	91264966			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		21.06			
							21.06		
						CHECK TOTAL	**4,722.45**		
3959	JAMES PORTER	0000		INV	10/24/2025	83325			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280805 52202		LIBR FAC	EQ MAINT		274.36			
							274.36		
						CHECK TOTAL	**274.36**		
268	MIDWEST TAPE	0000		INV	10/24/2025	507879465			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51806	80103	A&Y PROG	DVD		38.98			
							38.98		
268	MIDWEST TAPE	0000		INV	10/24/2025	507875324			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		49.99			
	2 80280802 51806		A&Y PROG	DVD		384.58			
							434.57		
						CHECK TOTAL	**473.55**		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L102425 10/23/2025
DUE DATE: 10/23/2025

CASH ACCOUNT: 802 10100 CASH

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
1392	PARAGON MICRO INC	0000		INV	10/24/2025	S5728672			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280808 52999		LIBR IT	OTHER SVCS		12.73			
							12.73		
						CHECK TOTAL	**12.73**		
2994	SEAN FITZPATRICK	0000		INV	10/24/2025	637			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280808 52999		LIBR IT	OTHER SVCS		150.00			
							150.00		
						CHECK TOTAL	**150.00**		
283	QUILL CORPORATION	0000		INV	10/24/2025	46261770			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280801 51900		LIBR CTRL	OTHER SUPP		138.95			
							138.95		
						CHECK TOTAL	**138.95**		
1622	REPUBLIC SERVICES, IN	0002		INV	10/24/2025	0729-000743897			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280805 52999		LIBR FAC	OTHER SVCS		1,283.51			
							1,283.51		
						CHECK TOTAL	**1,283.51**		
313	URBANA & CHAMPAIGN SA	0000		INV	10/24/2025	6836986			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280805 52600		LIBR FAC	UTILITIES		368.50			
							368.50		
313	URBANA & CHAMPAIGN SA	0000		INV	10/24/2025	6837962			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280805 52600		LIBR FAC	UTILITIES		8.80			
							8.80		
313	URBANA & CHAMPAIGN SA	0000		INV	10/24/2025	6838407			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280805 52600		LIBR FAC	UTILITIES		8.80			
							8.80		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L102425 10/23/2025
DUE DATE: 10/23/2025

CASH ACCOUNT: 802	10100	CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
313	URBANA & CHAMPAIGN SA	0000		INV	10/24/2025	6837963			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280805 52600		LIBR FAC	UTILITIES		8.80			
							8.80		
						CHECK TOTAL	**394.90**		
1419	COMMUNITY UNIT SCHOOL	0000		INV	10/24/2025	83421			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 81080834 51801		ARCH GIFT	LIBR BOOKS		120.00			
							120.00		
						CHECK TOTAL	**120.00**		
305	VERMILION COUNTY MUSE	0001		INV	10/24/2025	83419			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280803 51803		ARCHIVES	LIBR PER		25.00			
							25.00		
						CHECK TOTAL	**25.00**		
3171	WARREN COUNTY ILLINOI	0000		INV	10/24/2025	83420			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280803 51803		ARCHIVES	LIBR PER		15.00			
							15.00		
						CHECK TOTAL	**15.00**		
34	INVOICES			WARRANT TOTAL		9,485.48	9,485.48		
				CASH ACCOUNT BALANCE			3,840,899.57		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L102425 10/23/2025
DUE DATE: 10/23/2025

FUND	ORG		ACCOUNT		AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES	138.95	7,270.21
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51801-	LIBRARY BOOKS	3,456.90	94,138.51
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,265.55	41,517.42
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51804-	AUDIOBOOKS	49.99	1,670.13
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51805-	CD'S	214.76	2,211.55
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51806-	DVD'S	470.58	12,887.02
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51806-80103	DVD'S	38.98	2,377.39
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51809-	GAMES	327.55	3,954.21
802	80280803	ARCHIVES	802-60-80-803-000-51803-	LIBRARY PERIODICALS	40.00	2,645.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52202-	EQUIPMENT REPAIR & MA	274.36	566.57
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52600-	UTILITIES	394.90	154,961.11
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	1,283.51	42,363.85
802	80280806	COLLECTIONS	802-60-80-806-000-51900-	OTHER SUPPLIES	697.17	18,131.32
802	80280808	LIBRARY IT	802-60-80-808-000-52203-	MAINTENANCE AGREEMENT	183.18	4,737.04
802	80280808	LIBRARY IT	802-60-80-808-000-52600-	UTILITIES	200.00	1,484.00
802	80280808	LIBRARY IT	802-60-80-808-000-52999-	OTHER CONTRACTUAL SER	162.73	29,894.62
802	80280809	COMMUNITY ENGAGEMENT	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	48.19	9,103.29
802	80280809	COMMUNITY ENGAGEMENT	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	15.99	1,841.84
802	80280809	COMMUNITY ENGAGEMENT	802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU	102.19	6,087.76
				FUND TOTAL	**9,365.48**	
CASH ACCOUNT 802 10100		**BALANCE**	**3,840,899.57**			
810	81080834	ARCHIVES GIFTS	810-60-80-834-000-51801-	LIBRARY BOOKS	120.00	3,780.00
				FUND TOTAL	**120.00**	
CASH ACCOUNT 802 10100		**BALANCE**	**3,840,899.57**			
				WARRANT SUMMARY TOTAL	**9,485.48**	
				GRAND TOTAL	**9,485.48**	

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L103125 10/31/2025
DUE DATE: 10/31/2025

CASH ACCOUNT: 802		10100		CASH								
VENDOR			REMIT	PO		TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
2943	AMAZON CAPITAL SERVIC		0000			INV	10/27/2025	1G3Y-7Y93-C7PT			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 80280802 51802	80103		A&Y PROG	NEW COLL			39.97			
									39.97		
2943	AMAZON CAPITAL SERVIC		0000			INV	10/27/2025	1CGK-3F9K-C94D			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 80280802 51801	80103		A&Y PROG	LIBR BOOKS			7.79			
									7.79		
2943	AMAZON CAPITAL SERVIC		0000			INV	10/27/2025	14VQ-TDLV-VQ36			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 80280802 51802	80103		A&Y PROG	NEW COLL			318.99			
									318.99		
2943	AMAZON CAPITAL SERVIC		0000			INV	10/27/2025	1TVM-WPVD-9J6F			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 80280801 51900			LIBR CTRL	OTHER SUPP			45.58			
									45.58		
								CHECK TOTAL	**412.33**		
274	AMERICAN ANCESTORS		0000			INV	10/27/2025	256038			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 80280803 51803			ARCHIVES	LIBR PER			270.00			
									270.00		
								CHECK TOTAL	**270.00**		
3353	ANSLIE WALDREP		0000			INV	10/27/2025	83591			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 80280807 52320			LIBR CIRC	TRAVEL			310.50			
									310.50		
3353	ANSLIE WALDREP		0000			INV	10/27/2025	83733			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 80280807 52320			LIBR CIRC	TRAVEL			15.00			
									15.00		
								CHECK TOTAL	**325.50**		
1331	BARBER & DEATLEY		0000			INV	10/27/2025	application 2			
	ACCOUNT DETAIL							LINE AMOUNT			
	1 82080852 52201			LIBR BLDG	BLDG MAINT			56,700.00			
									56,700.00		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L103125 10/31/2025
DUE DATE: 10/31/2025

CASH ACCOUNT:	802	10100	CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT		VOUCHER	CHECK
						CHECK TOTAL	56,700.00			
3224	COLES COUNTY ILLINOIS	0000		INV	10/27/2025	83673				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 51803		ARCHIVES	LIBR PER		16.00				
							16.00			
						CHECK TOTAL	16.00			
20	DAVIS HOUK MECHANICAL	0000		INV	10/27/2025	525119				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280805 52201		LIBR FAC	BLDG MAINT		2,050.00				
							2,050.00			
						CHECK TOTAL	2,050.00			
238	FARMER CITY GENEALOGI	0000		INV	10/27/2025	83674				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280803 51803		ARCHIVES	LIBR PER		15.00				
							15.00			
						CHECK TOTAL	15.00			
111	FRIENDS OF THE URBANA	0000		INV	10/27/2025	83683				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 810 24102		LTRUST FND	DUE TOFRIE		18.78				
							18.78			
						CHECK TOTAL	18.78			
2532	HARTFORD ACCIDENT AND	0001		INV	10/27/2025	83604				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280801 52721		LIBR CTRL	WC CLAIM		2,515.00				
							2,515.00			
						CHECK TOTAL	2,515.00			
253	INFORMATION TODAY INC	0000		INV	10/27/2025	1795365-B1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		502.53				
							502.53			
						CHECK TOTAL	502.53			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L103125 10/31/2025
DUE DATE: 10/31/2025

CASH ACCOUNT: 802 10100 CASH

VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91292889			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		816.90			
							816.90		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91292890			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		54.41			
							54.41		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91351512			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		76.96			
							76.96		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91351513			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		20.24			
							20.24		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91374924			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		440.90			
							440.90		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91374925			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		886.80			
							886.80		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91411433			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		8.99			
							8.99		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91441959			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		556.70			
							556.70		
2260	INGRAM INDUSTRIES INC	0002		INV	10/27/2025	91441960			
	ACCOUNT DETAIL					**LINE AMOUNT**			
	1 80280802 51801		A&Y PROG	LIBR BOOKS		812.50			
	2 802 46290		LGEN FUND	OTHR REIMB		16.95			
							829.45		

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L103125 10/31/2025
DUE DATE: 10/31/2025

CASH ACCOUNT: 802	10100	CASH										
VENDOR		REMIT	PO		TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK	
2260	INGRAM INDUSTRIES INC	0002			INV	10/27/2025	91441961					
	ACCOUNT DETAIL						LINE AMOUNT					
	1 81080833 51801		CHILD GIFT	LIBR BOOKS			10.73					
	2 80280802 51801	80103	A&Y PROG	LIBR BOOKS			1,034.21					
									1,044.94			
2260	INGRAM INDUSTRIES INC	0002			INV	10/27/2025	91391018					
	ACCOUNT DETAIL						LINE AMOUNT					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			278.10					
									278.10			
							CHECK TOTAL		**5,014.39**			
254	CAROL INSKEEP	0000			INV	10/27/2025	83592					
	ACCOUNT DETAIL						LINE AMOUNT					
	1 80280809 51812		LIBR COMM	LIBR SUPP			90.81					
									90.81			
							CHECK TOTAL		**90.81**			
2945	MICHAEL HANNAN	0000			INV	10/27/2025	83758					
	ACCOUNT DETAIL						LINE AMOUNT					
	1 80280805 51900		LIBR FAC	OTHER SUPP			17.00					
									17.00			
							CHECK TOTAL		**17.00**			
268	MIDWEST TAPE	0000			INV	10/27/2025	507900401					
	ACCOUNT DETAIL						LINE AMOUNT					
	1 80280802 51806		A&Y PROG	DVD			202.40					
									202.40			
							CHECK TOTAL		**202.40**			
2516	THE NEW LINCOLN SQUAR	0000			INV	10/27/2025	83737					
	ACCOUNT DETAIL						LINE AMOUNT					
	1 80280803 52912		ARCHIVES	FACILTYREN			725.00					
									725.00			
							CHECK TOTAL		**725.00**			
9999	DeWitt County Genealo	0000			INV	10/27/2025	83675					
	ACCOUNT DETAIL						LINE AMOUNT					
	1 80280803 51803		ARCHIVES	LIBR PER			25.00					

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L103125 10/31/2025
DUE DATE: 10/31/2025

CASH ACCOUNT:	802	10100	CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK	
								25.00			
							CHECK TOTAL	**25.00**			
54	OVERDRIVE INC	0000		INV	10/27/2025	01018DA25328405					
	ACCOUNT DETAIL						LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			8.99				
								8.99			
54	OVERDRIVE INC	0000		INV	10/27/2025	01018DA25328406					
	ACCOUNT DETAIL						LINE AMOUNT				
	1 80280802 51811		A&Y PROG	DOWNLOAD			8.99				
								8.99			
							CHECK TOTAL	**17.98**			
3231	SHELBY COUNTY HISTORI	0000		INV	10/27/2025	83679					
	ACCOUNT DETAIL						LINE AMOUNT				
	1 80280803 51803		ARCHIVES	LIBR PER			20.00				
								20.00			
							CHECK TOTAL	**20.00**			
3409	STAPLES, INC.	0000		INV	10/27/2025	7007360631					
	ACCOUNT DETAIL						LINE AMOUNT				
	1 80280808 51900		LIBR IT	OTHER SUPP			2,652.20				
								2,652.20			
							CHECK TOTAL	**2,652.20**			
2989	TAZEWELL COUNTY GENEA	0000		INV	10/27/2025	83681					
	ACCOUNT DETAIL						LINE AMOUNT				
	1 80280803 51803		ARCHIVES	LIBR PER			25.00				
								25.00			
							CHECK TOTAL	**25.00**			
3030	THRYV INC	0001		INV	10/27/2025	610064283522					
	ACCOUNT DETAIL						LINE AMOUNT				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			96.45				
								96.45			
							CHECK TOTAL	**96.45**			

ACCOUNTS PAYABLE CHECK RUN REPORT

Detail Invoice List

CK RUN ID#: L103125 10/31/2025
DUE DATE: 10/31/2025

CASH ACCOUNT: 802	10100	CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
300	TOLONO HISTORICAL SOC	0000		INV	10/27/2025	83682			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280803 51803		ARCHIVES	LIBR PER		25.00			
							25.00		
						CHECK TOTAL	**25.00**		
6	RACHEL VELLENGA	0000		INV	10/27/2025	83738			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP		33.95			
							33.95		
						CHECK TOTAL	**33.95**		
38	INVOICES		WARRANT TOTAL			71,770.32	71,770.32		
			CASH ACCOUNT BALANCE				3,745,634.78		

City of Urbana

ACCOUNTS PAYABLE CHECK RUN REPORT

Ck Run Id# Summary

CK RUN ID#: L103125 10/31/2025
DUE DATE: 10/31/2025

FUND	ORG		ACCOUNT		AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND	802-00-00-000-000-46290-	OTHER REIMBURSEMENTS	16.95	0.00
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-51900-	OTHER SUPPLIES	142.03	7,128.18
802	80280801	LIBRARY CENTRALIZED C	802-60-80-801-000-52721-	WORKER'S COMP CLAIMS	2,515.00	3,461.16
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51801-	LIBRARY BOOKS	3,281.14	90,857.37
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51801-80103	LIBRARY BOOKS	2,215.89	39,301.53
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51802-80103	NEW COLLECTIONS	358.96	18,510.32
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51806-	DVD'S	202.40	12,684.62
802	80280802	AYS COLLECTIONS	802-60-80-802-000-51811-	DOWNLOADABLES	17.98	89,768.59
802	80280803	ARCHIVES	802-60-80-803-000-51803-	LIBRARY PERIODICALS	396.00	2,249.00
802	80280803	ARCHIVES	802-60-80-803-000-52912-	FACILITY RENTAL	725.00	5,470.00
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-51900-	OTHER SUPPLIES	17.00	11,462.26
802	80280805	LIBRARY FACILITIES	802-60-80-805-000-52201-	BUILDING REPAIR & MAI	2,050.00	53,788.24
802	80280807	PATRON SERVICES	802-60-80-807-000-52320-	TRAVEL, EDUCATION AND	325.50	1,699.50
802	80280808	LIBRARY IT	802-60-80-808-000-51900-	OTHER SUPPLIES	2,652.20	2,252.26
802	80280809	COMMUNITY ENGAGEMENT	802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	90.81	9,012.48
802	80280809	COMMUNITY ENGAGEMENT	802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	33.95	1,807.89
				FUND TOTAL	**15,040.81**	
CASH ACCOUNT 802 10100		**BALANCE**	**3,745,634.78**			
810	810	LIBRARY TRUST FUND	810-00-00-000-000-24102-	DUE TO LIBRARY FRIEND	18.78	
810	81080833	CHILDREN'S GIFTS	810-60-80-833-000-51801-	LIBRARY BOOKS	10.73	9,024.75
				FUND TOTAL	**29.51**	
CASH ACCOUNT 802 10100		**BALANCE**	**3,745,634.78**			
820	82080852	BUILDING COSTS	820-60-80-852-000-52201-	BUILDING REPAIR & MAI	56,700.00	687,000.41
				FUND TOTAL	**56,700.00**	
CASH ACCOUNT 802 10100		**BALANCE**	**3,745,634.78**			
				WARRANT SUMMARY TOTAL	**71,770.32**	
				GRAND TOTAL	**71,770.32**	

EXECUTIVE DIRECTOR SUCCESSION PLAN

1. TEMPORARY LEAVE OF ABSENCE: SHORT-TERM

A short-term, temporary leave of absence is defined as being three months or less in length in which it is expected that the Executive Director will return to their position once events precipitating the absence are resolved.

In the event of an unplanned absence, the Executive Director or one of the Associate Directors will notify the Board President of the absence. As soon as is reasonably possible, the Board President shall convene a special board meeting to affirm the procedures prescribed in this plan or to make modifications as the Board deems appropriate.

The Board shall enter closed session to discuss this matter as it pertains to 5 ILCS 120/2 (c)(1):

> The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

In open session, the Board President shall move to appoint one of the Associate Directors as Acting Executive Director with a Board vote to follow.

The Board may seek the counsel of the Executive Director to finalize the selection of the Acting Executive Director, taking into consideration factors including, but not limited to, current work responsibilities and the availability of the Executive Director during the temporary leave of absence.

a. Acting Executive Director

The person appointed as Acting Executive Director shall have the same full authority for decision-making and independent action as the actual Executive Director. The Board will authorize a biweekly payroll increase equal to 5-15% of the Acting Executive Director's current regular rate of pay for the duration of the leave of absence. A contract will be signed that includes the amount of the payroll increase.

b. **Communication**
The Board President shall confirm with the Board, and notify staff, the Library Foundation, and the Friends of The Urbana Free Library immediately after transferring responsibilities of the Executive Director to the Acting Executive Director.

Immediately after the Acting Executive Director assumes their role, the Board President and the Acting Executive Director shall communicate this temporary leadership plan to the following key external Library supporters. Additional supporters may be included depending on the administrative project schedule:

- Architect
- Attorneys
- Auditing firm
- Banks and Financial Institutions
- Champaign Library
- City of Urbana
- Illinois Heartland Library System (IHLS)
- Insurance agencies
- Urbana Park District
- Urbana School District 116

c. **Leave of Absence Completion**
The decision on when the Executive Director returns to lead the Library shall be determined by the Executive Director and the Board. They will decide upon a mutually agreed-upon schedule and resumption date. The Board may authorize a reduced schedule for a set period of time prior to a full-time return to work.

2. TEMPORARY LEAVE OF ABSENCE: LONG-TERM

A long-term, temporary leave of absence is one that is expected to last longer than three months. In addition to the procedures and conditions established for a short-term, temporary leave of absence, the Board will immediately consider:

a. Temporarily supporting the management position left vacant by the Acting Executive Director by temporarily reassigning an existing employee, or
b. Hiring an Interim Executive Director.

Consideration will be given to whether it is reasonable to expect the Acting Executive Director to carry the duties of both positions for an extended period of time. The decision to and how to reassign existing staff will be made solely by the Acting Executive Director.

In instances where a long-term, temporary leave of absence is anticipated from the beginning, the Library can recommend, the Board President can move, and the Board can vote to appoint an Interim Executive Director immediately in lieu of appointing an Acting Executive Director.

a. Interim Executive Director

The criteria that the Board and Acting Executive Director shall consider when determining if the Acting Executive Director should continue leading the Library in the longer term as the Interim Executive Director are as follows:

- Time of year/administrative project schedule (pending deadlines)
- Required fiscal responsibilities (levy, operating budget, or audit)
- In-progress or upcoming special projects

Interim Executive Director qualifications include, but are not limited to:

- Five years of progressively responsible public library administration experience
- Excellent communication skills, both written and verbal
- Comprehensive knowledge of public library philosophy, practices, services, and procedures
- Ability to effectively prepare and present information to the Board
- Thorough knowledge of public library budgeting and finance and ability to quickly learn the City's financial system

Candidates for the Interim Executive Director will be available to work onsite and to consistently attend board meetings. Prior successful experience as a library director or interim director is preferred. A contract will be signed that includes the amount of the payroll increase, if the Interim Executive Director is already on staff, and if not, a separate employment contract will be drawn up and signed.

b. Leave of Absence Completion

The process for determining leave of absence completion is the same as stated in Section 1(c).

3. PERMANENT CHANGE IN EXECUTIVE DIRECTOR

A permanent change is one in which it is firmly determined that the Executive Director will not be returning to the position. The procedures and conditions should be the same as for a long-term, temporary leave of absence, with the addition of planning and carrying out a transition to a new Executive Director. The Board shall consider hiring a consultant to plan and manage the director search.

Adopted November 11, 2025

Ameren ILLINOIS

AmerenIllinois.com
Customer Service 1.800.232.2477

Statement Issued	10/23/2025
Amount Due	~~$24,006.68~~
Due Date	Dec 22, 2025
Last Payment	$0.00

Payment not received.

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

Current Charge Summary for Statement 10/23/2025

Total Electric Charge	Amount Due	$11,784.17
Prior Balance	This amount pd 10/17/2025	$12,222.51
~~Total Amount Due~~		~~$24,006.68~~

Important Account Messages

The current billed amount of $11,784.17 is due on Dec 22, 2025.

The prior billed amount of $12,222.51 is due on Nov 24, 2025.

This bill includes a previous balance. If this amount has been paid, please accept our thanks and pay only the current charge.

Electric Usage History in Kilowatt Hours (kWh)

OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
82899	63379	45984	47154	49153	55649	60416	88167	99039	139704	118526	106579	100955
63°	54°	34°	27°	28°	45°	51°	63°	68°	79°	79°	69°	68°

Average Monthly Temperature

Average Daily Electric Use (kWh)

TIME PERIOD	AVG. DAILY USE
CURRENT MONTH	3481.21 kWh
LAST MONTH	3552.63 kWh
LAST YEAR	2858.59 kWh

13073
02596 2432959 005332 010663 0001/0002
INTERNAL USE ONLY

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

Keep this portion for your records.

Please detach stub and return this portion with your payment.

Ameren ILLINOIS

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

Account Number	5158373000
Amount Due	**$24,006.68**
Due Date	12/22/2025
Amount Enclosed	____________

>002596 2432959 0012 092139 10Z

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

AMEREN ILLINOIS
P.O. BOX 88034
CHICAGO, IL 60680-1034

80700000 0051583730000 000011784170 000024006680

Ameren ILLINOIS

AmerenIllinois.com
Customer Service 1.800.232.2477

Statement Issued	10/23/2025
Amount Due	**$24,006.68**
Due Date	Dec 22, 2025

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

Electric Service Non Residential Billing Detail - Rate Zone III — 09/19/2025 - 10/18/2025 (29 days)

Electric Meter Read for 09/19/2025 - 10/18/2025 (29 days)

READ TYPE	METER NUMBER	CURRENT METER READ	PREVIOUS METER READ	READ DIFFERENCE	MULTIPLIER	USAGE
Total kWh	25900955	100955.0000 Actual	0.0000 Actual	100955.0000	1.0000	100955.0000
On Peak kWh	25900955	42151.0000 Actual	0.0000 Actual	42151.0000	1.0000	42151.0000
Off Peak kWh	25900955	58804.0000 Actual	0.0000 Actual	58804.0000	1.0000	58804.0000
Peak kW	25900955	223.5200 Actual	0.0000 Actual	223.5200	1.0000	223.5200
On Peak kW	25900955	223.5200 Actual	0.0000 Actual	223.5200	1.0000	223.5200
Off Peak kW	25900955	214.5600 Actual	0.0000 Actual	214.5600	1.0000	214.5600

Usage Summary

Total kWh	100955.0000	On-Peak kWh	42151.0000
Off-Peak kWh	58804.0000	Peak kW	223.5000
On-Peak kW	223.5000	Off-Peak kW	214.6000
12 Month Max Demand	258.2000		

	CHARGE DESCRIPTION	USAGE	UNIT	RATE	CHARGE
Electric Delivery	Customer Charge				$57.17
Ameren Illinois	Meter Charge				$12.51
DS-3 General Delivery	Distribution Delivery kW Charge	223.50	kW	@ $ 8.38100000	$1,873.15
Service < 400 kW	Transformation Charge	258.20	kW	@ $ 0.59000000	$152.34
	Electric Deferred Income Tax Adjustment	$2,214.70		@ -2.190000%	$-48.50
	Delivery Service Cost Adjustment	$2,214.70		@ 12.860000%	$284.81
				Electric Delivery	**$2,331.48**
Electric Supply	Market Charges	190.00	kWh	@ $ 1.43257890	$272.19
Constellation NewEnergy	Fixed Price Transactions	100,955.04	kWh	@ $ 0.07506000	$7,577.69
				Electric Supply	**$7,849.88**
State and Local Taxes and Other Mandated Charges	Customer Generation Charge				$63.45
	Clean Energy Assistance Charge	100,955.00	kWh	@ $ 0.00183000	$184.75
	Coal to Solar and Energy Storage Charge*	100,955.00	kWh	@ $ 0.00007000	$7.07
	Renewable Energy Adjustment*	100,955.00	kWh	@ $ 0.00458000	$462.37
	EDT Cost Recovery	100,955.00	kWh	@ $ 0.00125500	$126.70
	Electric Environmental Adjustment	100,955.00	kWh	@ $ 0.00003900	$3.94
	Energy Efficiency Programs Charge	100,955.00	kWh	@ $ 0.00356000	$359.40
	Energy Transition Assistance Charge*	100,955.00	kWh	@ $ 0.00072000	$72.69
	Utility-Owned Solar and Storage Adjustment*	100,955.00	kWh	@ $ 0.00008300	$8.38
	Illinois State Electricity Excise Tax				$314.06
				Total Taxes and Other Charges	**$1,602.81**

Total Electric Charges **$11,784.17**

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

02596 2432959 005333 010665 0002/0002

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND

Account	Description	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
802 LIBRARY GENERAL FUND								
802 40100	PROPERTY TAXES	-5,103,929.00	0.00	-5,103,929.00	-1,844,634.56	0.00	-3,259,294.44	36.1%
802 40302	PPRT	-125,685.00	0.00	-125,685.00	-24,802.11	0.00	-100,882.89	19.7%
802 40309	STATE PER CAPITA FOR LIBRARY	-56,354.00	0.00	-56,354.00	-56,545.60	0.00	191.60	100.3%
802 41500	GRANTS FROM LOCAL GOVERNMENTS	-41,270.00	0.00	-41,270.00	-9,408.04	0.00	-31,861.96	22.8%
802 41700	CITY OTHER CONTRIBUTION	-191,265.00	0.00	-191,265.00	-160,924.89	0.00	-30,340.11	84.1%
802 44220	FRANCHISE FEE	-33,350.00	0.00	-33,350.00	-33,350.00	0.00	0.00	100.0%
802 44599	OTHER SALES	-1,500.00	0.00	-1,500.00	-288.75	0.00	-1,211.25	19.3%
802 44800	LIBRARY FEES	-50,300.00	0.00	-50,300.00	-22,965.34	0.00	-27,334.66	45.7%
802 45000	INVESTMENT INCOME	-30,000.00	0.00	-30,000.00	-16,075.15	0.00	-13,924.85	53.6%
802 46290	OTHER REIMBURSEMENTS	-120,906.00	0.00	-120,906.00	53.53	0.00	-120,959.53	.0%
802 46300	DONATIONS/CONTRIBUTIONS/GIFTS	-142,573.00	0.00	-142,573.00	-106,685.31	0.00	-35,887.69	74.8%
802 46900	OTHER MISCELLANEOUS REVENUES	-250.00	0.00	-250.00	-247.90	0.00	-2.10	99.2%
TOTAL LIBRARY GENERAL FUND		-5,897,382.00	0.00	-5,897,382.00	-2,275,874.12	0.00	-3,621,507.88	38.6%
80280800 LIBRARY ADMINISTRATION								
80280800 50110	SALARY - REGULAR EMPLOYEES	407,017.00	0.00	407,017.00	142,432.07	0.00	264,584.93	35.0%
80280800 52320	TRAVEL, EDUCATION AND TRAINING	6,000.00	0.00	6,000.00	5,348.83	0.00	651.17	89.1%
TOTAL LIBRARY ADMINISTRATION		413,017.00	0.00	413,017.00	147,780.90	0.00	265,236.10	35.8%
80280801 LIBRARY CENTRALIZED COSTS								
80280801 50210	INSURANCE							

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND

ACCOUNT	DESCRIPTION	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
		419,090.00	0.00	419,090.00	113,317.45	0.00	305,772.55	27.0%
80280801 50220	FICA AND MEDICARE	235,406.00	0.00	235,406.00	68,522.87	0.00	166,883.13	29.1%
80280801 50240	RHS CONTRIBUTION	27,348.00	0.00	27,348.00	23,280.40	0.00	4,067.60	85.1%
80280801 50251	IMRF & SURS	190,638.00	0.00	190,638.00	60,924.89	0.00	129,713.11	32.0%
80280801 51900	OTHER SUPPLIES	37,219.00	-7,094.96	30,124.04	22,995.86	0.00	7,128.18	76.3%
80280801 52101	LEGAL SERVICES	13,000.00	31,976.88	44,976.88	24,340.00	16,301.88	4,335.00	90.4%
80280801 52199	OTHER PROFESSIONAL SERVICES	20,460.00	0.00	20,460.00	18,386.44	0.00	2,073.56	89.9%
80280801 52721	WORKER'S COMP CLAIMS	16,368.00	8,000.00	24,368.00	20,906.84	0.00	3,461.16	85.8%
80280801 52902	POSTAGE & PRINTING	5,500.00	0.00	5,500.00	1,230.51	0.00	4,269.49	22.4%
80280801 52904	RECRUITING EXPENSES	500.00	0.00	500.00	400.00	0.00	100.00	80.0%
80280801 52907	CREDIT CARD & BANK FEES	650.00	0.00	650.00	166.65	0.00	483.35	25.6%
80280801 52999	OTHER CONTRACTUAL SERVICES	56,265.00	0.00	56,265.00	6,797.11	0.00	49,467.89	12.1%
80280801 59820	TFR TO BUILDING FUND	485,000.00	0.00	485,000.00	0.00	0.00	485,000.00	.0%
TOTAL LIBRARY CENTRALIZED COSTS		1,507,444.00	32,881.92	1,540,325.92	361,269.02	16,301.88	1,162,755.02	24.5%

80280802 AYS COLLECTIONS

ACCOUNT	DESCRIPTION	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280802 51801	LIBRARY BOOKS	138,923.00	0.00	138,923.00	48,065.63	0.00	90,857.37	34.6%
80280802 51801 80103	LIBRARY BOOKS	57,850.00	0.00	57,850.00	18,548.47	0.00	39,301.53	32.1%
80280802 51802 80103	NEW COLLECTIONS	28,019.00	2,975.83	30,994.83	12,066.51	418.00	18,510.32	40.3%
80280802 51803	LIBRARY PERIODICALS	10,741.00	0.00	10,741.00	1,499.93	0.00	9,241.07	14.0%
80280802 51803 80103	LIBRARY PERIODICALS	512.00	0.00	512.00	303.87	0.00	208.13	59.3%
80280802 51804	AUDIOBOOKS	2,300.00	0.00	2,300.00	629.87	0.00	1,670.13	27.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND

Account	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280802 51805 CD'S	3,330.00	0.00	3,330.00	1,118.45	0.00	2,211.55	33.6%
80280802 51806 DVD'S	18,000.00	0.00	18,000.00	5,315.38	0.00	12,684.62	29.5%
80280802 51806 80103 DVD'S	3,376.00	0.00	3,376.00	998.61	0.00	2,377.39	29.6%
80280802 51807 80103 RECORDINGS	4,604.00	0.00	4,604.00	1,094.89	0.00	3,509.11	23.8%
80280802 51809 GAMES	5,581.00	0.00	5,581.00	1,626.79	0.00	3,954.21	29.1%
80280802 51811 DOWNLOADABLES	130,967.00	0.00	130,967.00	41,198.41	0.00	89,768.59	31.5%
80280802 52910 DATABASE CHARGES	38,483.00	0.00	38,483.00	17,330.32	0.00	21,152.68	45.0%
TOTAL AYS COLLECTIONS	442,686.00	2,975.83	445,661.83	149,797.13	418.00	295,446.70	33.7%
80280803 ARCHIVES							
80280803 50110 SALARY - REGULAR EMPLOYEES	326,201.00	0.00	326,201.00	104,038.66	0.00	222,162.34	31.9%
80280803 51801 LIBRARY BOOKS	3,850.00	0.00	3,850.00	0.00	0.00	3,850.00	.0%
80280803 51803 LIBRARY PERIODICALS	2,800.00	0.00	2,800.00	551.00	0.00	2,249.00	19.7%
80280803 51808 MICROFORM	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	.0%
80280803 51900 OTHER SUPPLIES	4,000.00	0.00	4,000.00	1,506.89	0.00	2,493.11	37.7%
80280803 52320 TRAVEL, EDUCATION AND TRAINING	2,650.00	0.00	2,650.00	672.00	0.00	1,978.00	25.4%
80280803 52910 DATABASE CHARGES	21,000.00	0.00	21,000.00	12,063.16	0.00	8,936.84	57.4%
80280803 52912 FACILITY RENTAL	9,925.00	0.00	9,925.00	4,455.00	0.00	5,470.00	44.9%
TOTAL ARCHIVES	375,426.00	0.00	375,426.00	123,286.71	0.00	252,139.29	32.8%
80280805 LIBRARY FACILITIES							
80280805 50110 SALARY - REGULAR EMPLOYEES	113,552.00	0.00	113,552.00	35,138.14	0.00	78,413.86	30.9%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND

Account	Description	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280805 51410	SMALL TOOLS & EQUIPMENT	7,046.00	0.00	7,046.00	109.26	0.00	6,936.74	1.6%
80280805 51420	OFFICE FURNITURE	13,668.00	0.00	13,668.00	0.00	0.00	13,668.00	.0%
80280805 51900	OTHER SUPPLIES	14,329.00	0.00	14,329.00	2,866.74	0.00	11,462.26	20.0%
80280805 52201	BUILDING REPAIR & MAINT	62,233.00	561.36	62,794.36	9,004.12	2.00	53,788.24	14.3%
80280805 52202	EQUIPMENT REPAIR & MAINT	1,023.00	0.00	1,023.00	456.43	0.00	566.57	44.6%
80280805 52600	UTILITIES	209,715.00	22,001.85	231,716.85	76,755.74	0.00	154,961.11	33.1%
80280805 52710	INSURANCE PREMIUM	52,392.00	0.00	52,392.00	52,764.00	0.00	-372.00	100.7%
80280805 52999	OTHER CONTRACTUAL SERVICES	58,668.00	0.00	58,668.00	16,304.15	0.00	42,363.85	27.8%
80280805 53200	BUILDING	120,621.00	25,153.90	145,774.90	16,702.49	10,835.37	118,237.04	18.9%
	TOTAL LIBRARY FACILITIES	653,247.00	47,717.11	700,964.11	210,101.07	10,837.37	480,025.67	31.5%

80280806 COLLECTIONS

Account	Description	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280806 50110	SALARY - REGULAR EMPLOYEES	563,654.00	0.00	563,654.00	172,835.19	0.00	390,818.81	30.7%
80280806 51900	OTHER SUPPLIES	24,000.00	0.00	24,000.00	5,868.68	0.00	18,131.32	24.5%
80280806 52320	TRAVEL, EDUCATION AND TRAINING	1,000.00	0.00	1,000.00	168.00	0.00	832.00	16.8%
	TOTAL COLLECTIONS	588,654.00	0.00	588,654.00	178,871.87	0.00	409,782.13	30.4%

80280807 PATRON SERVICES

Account	Description	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280807 50110	SALARY - REGULAR EMPLOYEES	1,108,342.00	0.00	1,108,342.00	324,886.93	0.00	783,455.07	29.3%
80280807 52320	TRAVEL, EDUCATION AND TRAINING	3,642.00	0.00	3,642.00	1,942.50	0.00	1,699.50	53.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND

Account	Description	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
	TOTAL PATRON SERVICES	1,111,984.00	0.00	1,111,984.00	326,829.43	0.00	785,154.57	29.4%
80280808 LIBRARY IT								
80280808 50110	SALARY - REGULAR EMPLOYEES	166,479.00	0.00	166,479.00	51,481.82	0.00	114,997.18	30.9%
80280808 51500	SHARED IT COSTS	169,394.00	54,936.60	224,330.60	178,934.22	0.00	45,396.38	79.8%
80280808 51900	OTHER SUPPLIES	13,297.00	0.00	13,297.00	11,044.74	0.00	2,252.26	83.1%
80280808 52203	MAINTENANCE AGREEMENTS	7,585.00	0.00	7,585.00	2,847.96	0.00	4,737.04	37.5%
80280808 52320	TRAVEL, EDUCATION AND TRAINING	1,500.00	0.00	1,500.00	350.00	0.00	1,150.00	23.3%
80280808 52600	UTILITIES	2,484.00	0.00	2,484.00	1,000.00	0.00	1,484.00	40.3%
80280808 52999	OTHER CONTRACTUAL SERVICES	40,216.00	3,329.00	43,545.00	11,150.38	2,500.00	29,894.62	31.3%
	TOTAL LIBRARY IT	400,955.00	58,265.60	459,220.60	256,809.12	2,500.00	199,911.48	56.5%
80280809 COMMUNITY ENGAGEMENT								
80280809 50110	SALARY - REGULAR EMPLOYEES	353,579.00	0.00	353,579.00	99,435.82	0.00	254,143.18	28.1%
80280809 51812	LIBRARY PROGRAM SUPPLIES	13,150.00	0.00	13,150.00	4,137.52	0.00	9,012.48	31.5%
80280809 51812 80102	LIBRARY PROGRAM SUPPLIES	4,000.00	0.00	4,000.00	661.45	0.00	3,338.55	16.5%
80280809 51812 80103	LIBRARY PROGRAM SUPPLIES	3,500.00	0.00	3,500.00	1,692.11	0.00	1,807.89	48.3%
80280809 51812 80104	LIBRARY PROGRAM SUPPLIES	1,800.00	0.00	1,800.00	500.00	0.00	1,300.00	27.8%
80280809 52199	OTHER PROFESSIONAL SERVICES	12,557.00	0.00	12,557.00	2,609.70	0.00	9,947.30	20.8%
80280809 52320	TRAVEL, EDUCATION AND TRAINING	4,800.00	0.00	4,800.00	2,209.50	0.00	2,590.50	46.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
80280809 52909 ADV/MKTING/PUBLIC EDUCATION	9,560.00	0.00	9,560.00	3,472.24	0.00	6,087.76	36.3%
TOTAL COMMUNITY ENGAGEMENT	402,946.00	0.00	402,946.00	114,718.34	0.00	288,227.66	28.5%
80280851 MERCHANDISE SALES							
80280851 51810 LIBRARY RESALE PURCHASES	1,023.00	0.00	1,023.00	114.96	0.00	908.04	11.2%
TOTAL MERCHANDISE SALES	1,023.00	0.00	1,023.00	114.96	0.00	908.04	11.2%
TOTAL LIBRARY GENERAL FUND	0.00	141,840.46	141,840.46	-406,295.57	30,057.25	518,078.78	-265.3%
TOTAL REVENUES	-5,897,382.00	0.00	-5,897,382.00	-2,275,874.12	0.00	-3,621,507.88	
TOTAL EXPENSES	5,897,382.00	141,840.46	6,039,222.46	1,869,578.55	30,057.25	4,139,586.66	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 810 LIBRARY TRUST FUND

		ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
810 LIBRARY TRUST FUND								
810 45000	INVESTMENT INCOME	0.00	0.00	0.00	-328.48	0.00	328.48	100.0%
810 46300	DONATIONS/CONTRIBUTIONS/GIFTS	-24,450.00	-10,000.00	-34,450.00	-3,756.85	0.00	-30,693.15	10.9%
TOTAL LIBRARY TRUST FUND		-24,450.00	-10,000.00	-34,450.00	-4,085.33	0.00	-30,364.67	11.9%
81080831 ADMIN GIFTS								
81080831 51990	OTHER LIBRARY MATERIALS	2,500.00	0.00	2,500.00	546.16	0.00	1,953.84	21.8%
81080831 52801	LIBRARY PROGRAMS	3,000.00	0.00	3,000.00	35.95	0.00	2,964.05	1.2%
81080831 59820	TFR TO BUILDING FUND	264,000.00	0.00	264,000.00	0.00	0.00	264,000.00	.0%
TOTAL ADMIN GIFTS		269,500.00	0.00	269,500.00	582.11	0.00	268,917.89	.2%
81080832 ADULT GIFTS								
81080832 51801	LIBRARY BOOKS	17,000.00	5,000.00	22,000.00	581.28	0.00	21,418.72	2.6%
81080832 51990	OTHER LIBRARY MATERIALS	1,437.00	-0.79	1,436.21	1,064.22	0.00	371.99	74.1%
TOTAL ADULT GIFTS		18,437.00	4,999.21	23,436.21	1,645.50	0.00	21,790.71	7.0%
81080833 CHILDREN'S GIFTS								
81080833 51801	LIBRARY BOOKS	6,750.00	5,000.00	11,750.00	2,725.25	0.00	9,024.75	23.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 810 LIBRARY TRUST FUND

ACCOUNT	DESCRIPTION	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
81080833 52803	LIBRARY CHILDREN PROGRAMS	1,424.42	0.00	1,424.42	0.00	0.00	1,424.42	.0%
81080833 59820	TFR TO BUILDING FUND	7,100.00	0.00	7,100.00	0.00	0.00	7,100.00	.0%
	TOTAL CHILDREN'S GIFTS	15,274.42	5,000.00	20,274.42	2,725.25	0.00	17,549.17	13.4%
81080834 ARCHIVES GIFTS								
81080834 51801	LIBRARY BOOKS	3,900.00	0.00	3,900.00	120.00	0.00	3,780.00	3.1%
81080834 51990	OTHER LIBRARY MATERIALS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%
81080834 52804	LIBRARY ARCHIVES PROGRAMS	4,404.64	0.00	4,404.64	0.00	0.00	4,404.64	.0%
	TOTAL ARCHIVES GIFTS	9,304.64	0.00	9,304.64	120.00	0.00	9,184.64	1.3%
	TOTAL LIBRARY TRUST FUND	288,066.06	-0.79	288,065.27	987.53	0.00	287,077.74	.3%
	TOTAL REVENUES	-24,450.00	-10,000.00	-34,450.00	-4,085.33	0.00	-30,364.67	
	TOTAL EXPENSES	312,516.06	9,999.21	322,515.27	5,072.86	0.00	317,442.41	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

ACCOUNTS FOR: 820 LIBRARY BUILDING FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
820 LIBRARY BUILDING FUND							
820 46300 DONATIONS/CONTRIBUTIONS/GIFTS	-64,935.00	0.00	-64,935.00	0.00	0.00	-64,935.00	.0%
820 49802 TFR FROM LIBRARY GENERAL FUND	-485,000.00	0.00	-485,000.00	0.00	0.00	-485,000.00	.0%
820 49810 TFR FROM LIBRARY TRUST FUND	-271,100.00	0.00	-271,100.00	0.00	0.00	-271,100.00	.0%
TOTAL LIBRARY BUILDING FUND	-821,035.00	0.00	-821,035.00	0.00	0.00	-821,035.00	.0%
82080852 BUILDING COSTS							
82080852 52201 BUILDING REPAIR & MAINT	821,035.00	0.00	821,035.00	134,034.59	0.00	687,000.41	16.3%
TOTAL BUILDING COSTS	821,035.00	0.00	821,035.00	134,034.59	0.00	687,000.41	16.3%
TOTAL LIBRARY BUILDING FUND	0.00	0.00	0.00	134,034.59	0.00	-134,034.59	100.0%
TOTAL REVENUES	-821,035.00	0.00	-821,035.00	0.00	0.00	-821,035.00	
TOTAL EXPENSES	821,035.00	0.00	821,035.00	134,034.59	0.00	687,000.41	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 04

	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
GRAND TOTAL	288,066.06	141,839.67	429,905.73	-271,273.45	30,057.25	671,121.93	-56.1%

** END OF REPORT - Generated by Tina Carrington **