

## **Regular Meeting of The Winnetka-Northfield Public Library District Board of Trustees**

THE MEETING WILL BEGIN AT 7:00 PM AT THE WINNETKA LIBRARY  
VIRTUAL LOGIN INSTRUCTIONS POSTED AT [WWW.WNPLD.ORG](http://WWW.WNPLD.ORG)

### **AGENDA**

**Monday, July 21, 2025**

- 1) Call to Order**
- 2) Roll Call**
- 3) Public Comments**
- 4) Approval of Meeting Minutes**
  - June 18, 2025 Regular Meeting Minutes\*
- 5) Financial Report**
  - June 2025 Financial Statements\*
- 6) Library Reports**
  - Director's Report\*
  - President's Comments
- 7) Village Reports**
  - Winnetka Village Liaison
  - Northfield Village Liaison
- 8) Unfinished Business**
  - Update on Building Projects
  - Discussion of Trustee Bylaws
- 9) New Business**
  - FY24-25 Investment Update
  - Discussion & Approval of New Financial Report Format
  - Approval of Building & Maintenance Tax Ordinance\*
- 10) Communications**
  - The End of Summer Party is Sunday, August 24 at Hubbard Woods Park (1-3pm)
  - The next regular meeting will be Monday, August 18, 2025 at Winnetka Library
- 11) Public Comments**
- 12) Adjourn to Closed Session**
  - Closed Session: 5 ILCS 120/2(c)(1): To consider the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the library district
- 13) Return to Open Session**
- 14) Adjournment**

\*Attachments

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT  
MINUTES OF A REGULAR MEETING OF THE  
BOARD OF TRUSTEES**

June 18, 2025

**I. Call to Order**

The meeting was held at the Northfield Library, 1785 Orchard Lane, Northfield, Illinois. President Mitchell called the meeting to order at 7:01 p.m. A quorum was present.

**II. Roll Call**

Present were Trustees Matt Kinnich, Sarah Munoz, Ranjini Shankar, Jenny Fisher, and Sarah Tegel; Board President Laura Freechack; and Library Executive Director Monica Dombrowski.

Absent was Trustee Lindsay Jenkins.

Present were library employees Mark Swenson and Luvia Melero.

Present was Northfield resident and Northfield Village Library liaison, Matt Galin.

**III. Public Comments**

No public comments.

**IV. Approval of Minutes**

- *Approve May 19, 2025 Regular Meeting Minutes*

President Freechack announced approval of the May 19, 2025 Regular Meeting Minutes.

- *Approve June 2, 2025 Special Meeting Minutes*

President Freechack announced approval of the June 2, 2025 Special Meeting Minutes.

**V. Financial Report**

- *Review May 2025 Financial Statements*

Treasurer Kinnich presented the May 2025 Financial Statement as included in the board packet for June 18, 2025. Treasurer Kinnich previewed a new financials report format beginning in July 2025.

**VI. Library Reports**

- *Director's Report*

Exec. Director Dombrowski presented the June 2025 Director's Report, which was included in the board packet for June 18, 2025.

- *President's Report*

President Freechack noted that she has met with new Winnetka Village President, Bob Dearborn. She thanked three outgoing members of the Friends of the Library for their service.

- *Winnetka Report*

Trustee Fisher shared that the Village of Winnetka approved its extension of power services with IMEA beginning in 2035. The Village also approved additions to Grace Presbyterian Church that will occupy the lot at 760 Cherry St.

- *Northfield Report*

President Freechack shared that Northfield has welcomed four new police cadets. The Happ Road construction committee requires one library board liaison. The Northfield Village board voted to approve the decision to fund a chosen Northfield library project architect.

## **VII. Unfinished Business**

- *Approval of FY25-26 Working Budget*

President Freechack called for the approval of the FY25-26 Working Budget as presented at the June 2, 2025 Special Meeting. Upon motion by Trustee Kinnich, and second by Trustee Shankar, the motion passed by roll call vote.

YES: 5

NO: 0

- *Update on Winnetka and Northfield Building Projects*

Exec. Director Dombrowski shared that pertaining to the Northfield project, the Northfield Village has voted to approve funding for an architect and negotiate a long-term lease with the library district. The Northfield branch will be closed June 21 for roof coating.

Regarding the Winnetka improvements, the Youth department will re-open June 20, but without the planned new desk that has been delayed in production by 6-8 weeks. Lobby work will occur June 19. There is a delay in receiving related shelves and exterior doors. IDOT sidewalk permitting for one of the new exit doors is in process.

## **VIII. New Business**

- *Presentation of FY25-26 Draft Building Fund Budget*

Exec. Director Dombrowski presented the FY25-26 Draft Building Fund Budget.

- *Review/Discussion of Board Bylaws.*

President Freechack announced this agenda item would be tabled until the July meeting.

## **IX. Communications**

District facilities will be closed on Thursday, June 19, in observance of Juneteenth, and Friday, July 4, in observance of Independence Day.

The next regular meeting will be held July 21 at 7 p.m., at the Winnetka Library.

**X. Public Comments**

No public comment.

**XI. Move to Closed Session**

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

Upon motion by Trustee Munoz and approved by voice vote, the board moved to adjourn to closed session at 6:47 p.m.

**XII. Return to Open Session**

President Freechack called the session to order at 8:04 p.m.

Present were Trustees Matt Kinnich, Sarah Munoz, Ranjini Shankar, Jenny Fisher, and Sarah Tegel; Board President Laura Freechack; and Library Executive Director Monica Dombrowski.

Absent was Trustee Lindsay Jenkins.

Present were library employees Mark Swenson and Luvia Melero.

**XIII. Adjournment**

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

The motion passed on voice vote and President Freechack adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Sarah Tegel  
Board Secretary

\_\_\_\_\_ Laura Freechack, President

\_\_\_\_\_ Sarah Tegel, Secretary

# Winnetka-Northfield Public Library District

## All Funds Summary

For the 12 Months Ended June 30, 2025

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Current Year-to-Date</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b>Revenues</b>					
Library Fund	5,047,935.00	5,047,935.00	5,154,572.21	102.11 %	106,637.21
Building Fund	399,690.00	399,690.00	397,525.78	99.46	(2,164.22)
<b>Total Revenues</b>	<u>5,447,625.00</u>	<u>5,447,625.00</u>	<u>5,552,097.99</u>	<u>101.92 %</u>	<u>104,472.99</u>
<b>Expenses</b>					
Library Fund	4,910,230.00	4,910,230.00	4,296,336.34	87.50 %	(613,893.66)
Building Fund	399,000.00	399,000.00	336,936.66	84.45	(62,063.34)
Special Reserve Fund	0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<u>5,309,230.00</u>	<u>5,309,230.00</u>	<u>4,634,190.72</u>	<u>87.29 %</u>	<u>(675,039.28)</u>
<b>Total Revenues</b>	5,447,625.00	5,447,625.00	5,552,097.99	101.92 %	104,472.99
<b>Total Expenses</b>	<u>5,309,230.00</u>	<u>5,309,230.00</u>	<u>4,634,190.72</u>	<u>87.29</u>	<u>675,039.28</u>
<b>Excess Revenues less Expenses</b>	<u>138,395.00</u>	<u>138,395.00</u>	<u>917,907.27</u>	<u>663.25 %</u>	<u>779,512.27</u>

# Winnetka-Northfield Public Library District

## Library Fund Summary

For the 12 Months Ended June 30, 2025

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year-to-Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b>Operating Revenue</b>					
Property Tax	4,551,670.00	4,551,670.00	4,623,562.36	101.58 %	71,892.36
Replacement Tax	45,000.00	45,000.00	50,643.31	112.54	5,643.31
Collections	166,315.00	166,315.00	151,480.94	91.08	(14,834.06)
Materials	8,000.00	8,000.00	9,676.45	120.96	1,676.45
Other Income	276,950.00	276,950.00	319,209.15	115.26	42,259.15
<b>Total Operating Revenue</b>	<u>5,047,935.00</u>	<u>5,047,935.00</u>	<u>5,154,572.21</u>	<u>102.11 %</u>	<u>106,637.21</u>
<b>Operating Expenses</b>					
Personnel	2,837,750.00	2,837,750.00	2,621,338.37	92.37 %	(216,411.63)
Administration	193,930.00	193,930.00	163,304.24	84.21	(30,625.76)
Utilities	98,000.00	98,000.00	100,104.66	102.15	2,104.66
IT Services	273,000.00	273,000.00	276,382.27	101.24	3,382.27
Public Relations	61,000.00	61,000.00	52,360.55	85.84	(8,639.45)
Library Materials - Adult	633,700.00	633,700.00	699,383.34	110.37	65,683.34
Library Materials - Youth	83,750.00	83,750.00	79,843.26	95.34	(3,906.74)
Programs	109,100.00	109,100.00	102,568.55	94.01	(6,531.45)
Capital	620,000.00	620,000.00	201,051.10	32.43	(418,948.90)
<b>Total Operating Expenses</b>	<u>4,910,230.00</u>	<u>4,910,230.00</u>	<u>4,296,336.34</u>	<u>87.50 %</u>	<u>(613,893.66)</u>
<b>Total Revenues</b>	5,047,935.00	5,047,935.00	5,154,572.21	102.11 %	106,637.21
<b>Total Expenses</b>	<u>4,910,230.00</u>	<u>4,910,230.00</u>	<u>4,296,336.34</u>	<u>87.50%</u>	<u>(613,893.66)</u>
<b>Excess Revenues less Expenses</b>	<u>137,705.00</u>	<u>137,705.00</u>	<u>858,235.87</u>	<u>623.24 %</u>	<u>720,530.87</u>

# Winnetka-Northfield Public Library District

## Statement of Revenues and Expenditures - Modified Cash Basis

For the 12 Months Ended June 30, 2025

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b><u>LIBRARY FUND</u></b>					
<b>Revenues</b>					
<b>Taxes</b>					
Property Taxes Collections	4,551,670.00	4,551,670.00	4,623,562.36	101.58 %	71,892.36
Replacement Tax	<u>45,000.00</u>	<u>45,000.00</u>	<u>50,643.31</u>	<u>112.54</u>	<u>5,643.31</u>
<b>Total Taxes</b>	<u>4,596,670.00</u>	<u>4,596,670.00</u>	<u>4,674,205.67</u>	<u>101.69 %</u>	<u>77,535.67</u>
<b>Collections</b>					
Per Capita Grant	27,465.00	27,465.00	27,465.08	100.00 %	0.08
Kenilworth Services	134,850.00	134,850.00	119,301.26	88.47	(15,548.74)
Studio Fees	1,250.00	1,250.00	1,042.54	83.40	(207.46)
Lost/Damaged Mat.	2,750.00	2,750.00	3,132.06	113.89	382.06
Library Programs	<u>0.00</u>	<u>0.00</u>	<u>540.00</u>	<u>0.00</u>	<u>540.00</u>
<b>Total Collections</b>	<u>166,315.00</u>	<u>166,315.00</u>	<u>151,480.94</u>	<u>91.08 %</u>	<u>(14,834.06)</u>
<b>Materials</b>					
Copy/Printing	6,500.00	6,500.00	8,700.81	133.86 %	2,200.81
Book Sales	<u>1,500.00</u>	<u>1,500.00</u>	<u>975.64</u>	<u>65.04</u>	<u>(524.36)</u>
<b>Total Materials</b>	<u>8,000.00</u>	<u>8,000.00</u>	<u>9,676.45</u>	<u>120.96 %</u>	<u>1,676.45</u>
<b>Other Income</b>					
Rails Support Grant	0.00	0.00	5,316.40	0.00 %	5,316.40
Checking Interest Income	6,000.00	6,000.00	18,240.88	304.01	12,240.88
Byline Bank IMA Interest	250,000.00	250,000.00	263,291.40	105.32	13,291.40
Money Market-Interest	2,000.00	2,000.00	2,234.06	111.70	234.06
Misc. Revenue	450.00	450.00	126.41	28.09	(323.59)
Gift Fund (over \$100)	1,000.00	1,000.00	0.00	0.00	(1,000.00)
Friends Donations	<u>17,500.00</u>	<u>17,500.00</u>	<u>30,000.00</u>	<u>171.43</u>	<u>12,500.00</u>
<b>Total Other Income</b>	<u>276,950.00</u>	<u>276,950.00</u>	<u>319,209.15</u>	<u>115.26 %</u>	<u>42,259.15</u>
<b>Total Revenue</b>	<u>5,047,935.00</u>	<u>5,047,935.00</u>	<u>5,154,572.21</u>	<u>102.11 %</u>	<u>106,637.21</u>

# Winnetka-Northfield Public Library District

## Statement of Revenues and Expenditures - Modified Cash Basis

For the 12 Months Ended June 30, 2025

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b><u>LIBRARY FUND</u></b>					
<b>Expenses</b>					
<b>Personnel</b>					
IMRF Expenses	75,000.00	75,000.00	70,716.86	94.29 %	(4,283.14)
FICA	175,000.00	175,000.00	160,118.64	91.50	(14,881.36)
Salaries	2,275,000.00	2,275,000.00	2,121,009.48	93.23	(153,990.52)
Health Insurance	275,000.00	275,000.00	237,478.36	86.36	(37,521.64)
Employee Asst. Program	500.00	500.00	250.00	50.00	(250.00)
Professional Development	30,000.00	30,000.00	26,375.63	87.92	(3,624.37)
Flexible Spending Account	1,250.00	1,250.00	750.00	60.00	(500.00)
Staff Recognition/Events/Meetings	<u>6,000.00</u>	<u>6,000.00</u>	<u>4,639.40</u>	<u>77.32</u>	<u>(1,360.60)</u>
<b>Total Personnel</b>	<u>2,837,750.00</u>	<u>2,837,750.00</u>	<u>2,621,338.37</u>	<u>92.37 %</u>	<u>(216,411.63)</u>
<b>Administration</b>					
Audit Fees	13,430.00	13,430.00	13,430.00	100.00 %	0.00
Library Supplies	46,000.00	46,000.00	33,411.82	72.63	(12,588.18)
Office Supplies	5,800.00	5,800.00	5,842.21	100.73	42.21
Breakroom Supplies	3,400.00	3,400.00	4,176.41	122.84	776.41
Postage	3,500.00	3,500.00	4,452.64	127.22	952.64
Hospitality	500.00	500.00	249.28	49.86	(250.72)
Accounting and Bookkeeping	24,000.00	24,000.00	25,313.32	105.47	1,313.32
Delivery Service	5,500.00	5,500.00	6,602.81	120.05	1,102.81
Payroll Services	9,000.00	9,000.00	6,613.76	73.49	(2,386.24)
Liability Insurance Costs	30,500.00	30,500.00	30,675.00	100.57	175.00
Board Expenses	5,000.00	5,000.00	1,010.62	20.21	(3,989.38)
Memberships	7,000.00	7,000.00	8,805.39	125.79	1,805.39
Legal	18,000.00	18,000.00	6,986.42	38.81	(11,013.58)
Consultants	5,000.00	5,000.00	5,419.00	108.38	419.00
Investment Fees	16,800.00	16,800.00	9,767.79	58.14	(7,032.21)
Miscellaneous	<u>500.00</u>	<u>500.00</u>	<u>547.77</u>	<u>109.55</u>	<u>47.77</u>
<b>Total Administration</b>	<u>193,930.00</u>	<u>193,930.00</u>	<u>163,304.24</u>	<u>84.21 %</u>	<u>(30,625.76)</u>
<b>Utilities</b>					
Utilities	0.00	0.00	578.27	0.00 %	578.27
Electricity	40,000.00	40,000.00	40,794.17	101.99	794.17
Water	5,000.00	5,000.00	6,030.95	120.62	1,030.95
Storm Sewer	1,500.00	1,500.00	1,648.08	109.87	148.08
Natural Gas	10,000.00	10,000.00	11,166.54	111.67	1,166.54
Telephone	17,500.00	17,500.00	16,449.91	94.00	(1,050.09)
Internet Services	<u>24,000.00</u>	<u>24,000.00</u>	<u>23,436.74</u>	<u>97.65</u>	<u>(563.26)</u>
<b>Total Utilities</b>	<u>98,000.00</u>	<u>98,000.00</u>	<u>100,104.66</u>	<u>102.15 %</u>	<u>2,104.66</u>
<b>Information Technology</b>					
CCS Operating	79,000.00	79,000.00	54,123.36	68.51 %	(24,876.64)
Software	28,000.00	28,000.00	24,732.14	88.33	(3,267.86)
LAN Management	45,000.00	45,000.00	47,519.79	105.60	2,519.79
Hardware	6,000.00	6,000.00	8,838.80	147.31	2,838.80
Subscriptions	0.00	0.00	488.00	0.00	488.00
Website/Platform Fees	60,000.00	60,000.00	56,077.65	93.46	(3,922.35)
Photocopier Leases	25,000.00	25,000.00	28,565.26	114.26	3,565.26
Computer Equipment	<u>30,000.00</u>	<u>30,000.00</u>	<u>56,037.27</u>	<u>186.79</u>	<u>26,037.27</u>
<b>Total Information Technology</b>	<u>273,000.00</u>	<u>273,000.00</u>	<u>276,382.27</u>	<u>101.24 %</u>	<u>3,382.27</u>



# Winnetka-Northfield Public Library District

## Statement of Revenues and Expenditures - Modified Cash Basis

**For the 12 Months Ended June 30, 2025**

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b><u>LIBRARY FUND</u></b>					
<b>Public Relations</b>					
Promotional	11,000.00	11,000.00	8,079.06	73.45 %	(2,920.94)
Newsletter/Mailers	35,000.00	35,000.00	31,952.43	91.29	(3,047.57)
PR Supplies	4,000.00	4,000.00	3,582.99	89.57	(417.01)
Marketing/Advertising	<u>11,000.00</u>	<u>11,000.00</u>	<u>8,746.07</u>	<u>79.51</u>	<u>(2,253.93)</u>
<b>Total Public Relations</b>	<u>61,000.00</u>	<u>61,000.00</u>	<u>52,360.55</u>	<u>85.84 %</u>	<u>(8,639.45)</u>
<b>Library Materials - Adult</b>					
Books-Fiction-Adult	85,000.00	85,000.00	88,280.20	103.86 %	3,280.20
Books-Non-Fiction-Adult	75,000.00	75,000.00	71,092.08	94.79	(3,907.92)
Periodicals	20,200.00	20,200.00	22,607.73	111.92	2,407.73
DVDs-Adult	25,000.00	25,000.00	24,924.51	99.70	(75.49)
Audio Books-Adult	6,500.00	6,500.00	7,230.93	111.25	730.93
Books-Digital	355,000.00	355,000.00	416,189.84	117.24	61,189.84
Online Database	65,000.00	65,000.00	68,773.97	105.81	3,773.97
Video Games-Adults	<u>2,000.00</u>	<u>2,000.00</u>	<u>284.08</u>	<u>14.20</u>	<u>(1,715.92)</u>
<b>Total Library Materials - Adult</b>	<u>633,700.00</u>	<u>633,700.00</u>	<u>699,383.34</u>	<u>110.37 %</u>	<u>65,683.34</u>
<b>Library Materials - Youth</b>					
Kits	3,500.00	3,500.00	3,341.45	95.47 %	(158.55)
Books-Fiction-Juv	42,000.00	42,000.00	39,088.45	93.07	(2,911.55)
Books-Non-Fiction-Juv	14,000.00	14,000.00	15,590.77	111.36	1,590.77
DVDs-Juv	1,250.00	1,250.00	1,092.97	87.44	(157.03)
Audio Books/Talking Books Juv	15,500.00	15,500.00	14,499.87	93.55	(1,000.13)
Video Games-Juv	<u>7,500.00</u>	<u>7,500.00</u>	<u>6,229.75</u>	<u>83.06</u>	<u>(1,270.25)</u>
<b>Total Library Materials - Youth</b>	<u>83,750.00</u>	<u>83,750.00</u>	<u>79,843.26</u>	<u>95.34 %</u>	<u>(3,906.74)</u>
<b>Programs</b>					
Reading Programs	11,000.00	11,000.00	9,655.51	87.78 %	(1,344.49)
Programming - Studio	17,600.00	17,600.00	13,528.43	76.87	(4,071.57)
Programming - Youth	42,000.00	42,000.00	38,786.31	92.35	(3,213.69)
Programming - Adult	35,500.00	35,500.00	38,647.11	108.87	3,147.11
Studio Maintenance/Repair	<u>3,000.00</u>	<u>3,000.00</u>	<u>1,951.19</u>	<u>65.04</u>	<u>(1,048.81)</u>
<b>Total Programs</b>	<u>109,100.00</u>	<u>109,100.00</u>	<u>102,568.55</u>	<u>94.01 %</u>	<u>(6,531.45)</u>
<b>Capital</b>					
Capital Outlay	400,000.00	400,000.00	141,416.81	35.35 %	(258,583.19)
Building	155,000.00	155,000.00	2,245.92	1.45	(152,754.08)
Equipment/Furniture	<u>65,000.00</u>	<u>65,000.00</u>	<u>57,388.37</u>	<u>88.29</u>	<u>(7,611.63)</u>
<b>Total Capital</b>	<u>620,000.00</u>	<u>620,000.00</u>	<u>201,051.10</u>	<u>32.43 %</u>	<u>(418,948.90)</u>
<b>Total Expenses</b>	<u>4,910,230.00</u>	<u>4,910,230.00</u>	<u>4,296,336.34</u>	<u>87.50 %</u>	<u>(613,893.66)</u>
<b>Excess Revenues less Expenses</b>	<u>137,705.00</u>	<u>137,705.00</u>	<u>858,235.87</u>	<u>623.24 %</u>	<u>720,530.87</u>

# Winnetka-Northfield Public Library District

## Statement of Revenues and Expenditures - Modified Cash Basis

For the 12 Months Ended June 30, 2025

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b><u>BUILDING FUND</u></b>					
<b>Revenues</b>					
Property Taxes Collections-Building	<u>399,690.00</u>	<u>399,690.00</u>	<u>397,525.78</u>	<u>99.46 %</u>	<u>(2,164.22)</u>
<b>Total Revenue</b>	<u>399,690.00</u>	<u>399,690.00</u>	<u>397,525.78</u>	<u>99.46 %</u>	<u>(2,164.22)</u>
<b>Expenses</b>					
Northfield Lease	72,500.00	72,500.00	72,341.76	99.78 %	(158.24)
Janitorial Supplies	11,000.00	11,000.00	10,164.02	92.40	(835.98)
Snow Removal	9,000.00	9,000.00	12,125.00	134.72	3,125.00
Building Appraisal	500.00	500.00	0.00	0.00	(500.00)
Building Maintenance Service	113,000.00	113,000.00	110,681.90	97.95	(2,318.10)
Elevators	10,000.00	10,000.00	8,618.00	86.18	(1,382.00)
Landscaping	20,000.00	20,000.00	16,253.16	81.27	(3,746.84)
HVAC	11,200.00	11,200.00	18,015.50	160.85	6,815.50
Flooring & Painting	125,000.00	125,000.00	67,612.85	54.09	(57,387.15)
Automatic Doors	7,500.00	7,500.00	815.98	10.88	(6,684.02)
Roof	700.00	700.00	732.00	104.57	32.00
Alarms & Security	6,000.00	6,000.00	5,408.01	90.13	(591.99)
Equipment	2,100.00	2,100.00	2,459.04	117.10	359.04
Plumbing	1,500.00	1,500.00	2,052.00	136.80	552.00
Electrical	7,000.00	7,000.00	8,178.48	116.84	1,178.48
Misc Services	<u>2,000.00</u>	<u>2,000.00</u>	<u>1,478.96</u>	<u>73.95</u>	<u>(521.04)</u>
<b>Total Expenses</b>	<u>399,000.00</u>	<u>399,000.00</u>	<u>336,936.66</u>	<u>84.45 %</u>	<u>(62,063.34)</u>
<b>Excess Revenues less Expenses</b>	<u>\$ 690.00</u>	<u>\$ 690.00</u>	<u>\$ 60,589.12</u>	<u>8,781.03 %</u>	<u>59,899.12</u>
<b><u>UNEMPLOYMENT FUND</u></b>					
<b>Revenues</b>					
<b>Total Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00 %</u>	<u>0.00</u>
<b>Expenses</b>					
<b>Excess Revenues less Expenses</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>0.00 %</u>	<u>0.00</u>

**Winnetka-Northfield Public Library District**  
**Statement of Revenues and Expenditures - Modified Cash Basis**  
**For the 12 Months Ended June 30, 2025**

Prorated Budget Percentage Spent: 100.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<b>SPECIAL RESERVE FUND</b>					
<b>Revenues</b>					
Transfer In	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00 %</u>	<u>0.00</u>
<b>Expenses</b>					
<b>Excess Revenues less Expenses</b>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>0.00 %</u>	<u>0.00</u>

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Cheers to Cheese LLC</b>				4988	06/30/25	<u>(400.00)</u>
10-0-5908	Programming - Adult	Event Presentation; 05.17.25	-400.00			
<b>Anette Isaacs</b>				5040	06/12/25	<u>250.00</u>
10-0-5908	Programming - Adult	Event Presentation; 6/24/25	250.00			
<b>Chicago Sun Times</b>				5041	06/12/25	<u>926.62</u>
10-1-5342	Periodicals-Winnetka	Account Number 155307	926.62			
<b>Engberg Anderson, Inc.</b>				5042	06/12/25	<u>2,307.00</u>
10-0-5800	Capital Outlay	Invoice #24373700-10; 5/31/25	2,307.00			
<b>GUY SCOPELLITI LANDSCAPE</b>				5043	06/12/25	<u>1,125.00</u>
70-0-5750	Landscaping	Invoice #46532; 6/1/25	1,125.00			
<b>James R. Parks</b>				5044	06/12/25	<u>275.00</u>
10-0-5908	Programming - Adult	Event Presentation, 5/4/25	275.00			
<b>Liz Kunkle</b>				5045	06/12/25	<u>100.00</u>
10-0-5908	Programming - Adult	Event Presentation; 6/26/25	100.00			
<b>Monica Dombrowski</b>				5046	06/12/25	<u>24.92</u>
10-0-5719	Board Expenses	Mileage Expense; 5/31	24.92			
<b>Our Music LLC</b>				5047	06/12/25	<u>2,000.00</u>
10-0-5908	Programming - Adult	Event Presentation, various events	2,000.00			
<b>Technology Management Rev Fund</b>				5048	06/12/25	<u>1,000.00</u>
10-0-5176	Internet Services	Invoice #T2521971; 5/19/25	1,000.00			
<b>Terrence Lynch</b>				5049	06/12/25	<u>300.00</u>
10-0-5908	Programming - Adult	Event Presentation; 6/28/25	300.00			
<b>USA Today</b>				5050	06/12/25	<u>31.81</u>
10-1-5342	Periodicals-Winnetka	Account #UT4185408	31.81			
<b>Winnetka Historical Society</b>				5051	06/12/25	<u>200.00</u>
10-0-5908	Programming - Adult	Event Presentation; 6/25	200.00			
<b>Midwest Environmental Consulting Service</b>				5052	06/16/25	<u>3,300.00</u>
10-0-5800	Capital Outlay	Invoice #25-00597; 6/4/25	3,300.00			
<b>MORNINGSTAR</b>				5053	06/16/25	<u>6,158.00</u>
10-1-5346	Online Database - Winnetka	Invoice1; 6/30/25-6/30/26	6,158.00			
<b>OCLC Inc</b>				5054	06/16/25	<u>382.08</u>
10-1-5345	Books-Digital-Winnetka	Invoice #1000434489; 5/31/25	382.08			
<b>Art Excursions, Inc. (Jeff Mishur)</b>				5055	06/27/25	<u>360.00</u>
10-0-1400	Prepaid Expense	Event Presentation; 07.01.25(10-0-5908)	360.00			
<b>Binary Star Arts &amp; Entertainment</b>				5056	06/27/25	<u>250.00</u>
10-0-1400	Prepaid Expense	Event Presentation; 07.09.25(10-0-5908)	250.00			
<b>Chicago Elevator &amp; Lift, Inc.</b>				5057	06/27/25	<u>425.00</u>
70-0-5749	Elevators	Inv 1257; 06.19.25	425.00			
<b>Chicago Hearing Society</b>				5058	06/27/25	<u>180.00</u>
10-0-5743	Consultants	Inv C207155; 06.15.25	180.00			
<b>Chicago Tribune</b>				5059	06/27/25	<u>981.99</u>
10-1-5342	Periodicals-Winnetka	Acct 10046207; 06.23.25	981.99			
<b>Clarence Goodman</b>				5060	06/27/25	<u>300.00</u>
10-0-1400	Prepaid Expense	Event Presentation; 07.17.25(10-0-5908)	300.00			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>Engberg Anderson, Inc.</b>				5061	06/27/25	<u>3,913.80</u>
10-0-5800	Capital Outlay	Inv 24373700-9; 04.30.25	3,913.80			
<b>Great Oaks Landscaping, Inc.</b>				5062	06/27/25	<u>150.00</u>
70-0-5750	Landscaping	Inv 8790; 06.19.25	150.00			
<b>Isabel Raci</b>				5063	06/27/25	<u>340.00</u>
10-0-1400	Prepaid Expense	Event Presentation; Summer 2025(10-0-5908)	340.00			
<b>John Lynn</b>				5064	06/27/25	<u>150.00</u>
10-0-5908	Programming - Adult	Event Presentation; 07.15.25(10-0-5908)	150.00			
<b>Kelli Marshall</b>				5065	06/27/25	<u>250.00</u>
10-0-1400	Prepaid Expense	Event Presentation; 07.10.25 - 10-0-5908	250.00			
<b>M. Colleen Kumczak</b>				5066	06/27/25	<u>200.00</u>
10-0-5908	Programming - Adult	Event Presentation; 07.16.25(10-0-5908)	200.00			
<b>OCLC Inc</b>				5067	06/27/25	<u>4,510.24</u>
10-0-1400	Prepaid Expense	06.15.25 - 06.14.26;(10-0-5177)	4,100.22			
10-0-5177	Website/Platform Fees	06.15.25 - 06.14.26	410.02			
<b>Outsource IT Solutions Group</b>				5068	06/27/25	<u>2,632.56</u>
10-0-5135	LAN Management	Inv 84313; 06.16.25	2,632.56			
<b>The Book Stall</b>				5069	06/27/25	<u>484.61</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Inv 576810; 06.11.25	14.40			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Inv 576792; 06.11.25	48.80			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Inv 576792; 06.11.25	195.99			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Inv 577886; 06.18.25	69.59			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Inv 577886; 06.18.25	155.83			
<b>The Laughing Academy</b>				5070	06/27/25	<u>300.00</u>
10-0-5908	Programming - Adult	Event Presentation; 06.14.25	300.00			
<b>Zbigniew Banas</b>				5071	06/27/25	<u>300.00</u>
10-0-1400	Prepaid Expense	Event Presentation; 07.13.25( 10-0-5908)	300.00			
<b>QUILL CORPORATION</b>				18556	06/05/25	<u>269.70</u>
10-0-5121	Office Supplies	QUILL CORPORATION	20.76			
10-0-5121	Office Supplies	QUILL CORPORATION	248.94			
<b>VILLAGE OF NORTHFIELD</b>				18557	06/05/25	<u>6,028.48</u>
70-2-5159	Northfield Lease	Invoice #051LIB 5/1/25	6,028.48			
<b>HR Source</b>				18558	06/05/25	<u>199.00</u>
10-0-5743	Consultants	Invoice #22116 5/16/25	199.00			
<b>Catapult</b>				18559	06/05/25	<u>50.00</u>
10-0-5115	Flexible Spending Account	Invoice #00166819 5/20/25	50.00			
<b>PITNEY BOWES</b>				18560	06/05/25	<u>91.29</u>
10-0-5123	Postage	Invoice #1027513146 5/23/25	91.29			
<b>VOGUE PRINTERS</b>				18561	06/05/25	<u>5,401.37</u>
10-0-5722	Newsletter/Mailers	Invoice #25-1519 5/22/25	5,401.37			
<b>CDW-G</b>				18562	06/05/25	<u>61.70</u>
10-0-5136	Hardware	Invoice #AE3QQ5Y 5/27/25	61.70			
<b>BAKER &amp; TAYLOR</b>				18563	06/05/25	<u>6,768.52</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	BAKER & TAYLOR	647.12			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	BAKER & TAYLOR	1,622.37			
10-0-5120	Library Supplies	BAKER & TAYLOR	622.15			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5340	Books-Fiction-Adult-Northfield	BAKER & TAYLOR	1,062.92			
10-1-5340	Books-Fiction-Adult-Winnetka	BAKER & TAYLOR	1,297.35			
10-2-5440	Books-Fiction-Juv-Northfield	BAKER & TAYLOR	75.57			
10-1-5444	Audio Books-Juv-Winnetka	BAKER & TAYLOR	156.48			
10-1-5440	Books-Fiction-Juv-Winnetka	BAKER & TAYLOR	974.22			
10-2-5441	Books-Non-Fiction-Juv-Northfield	BAKER & TAYLOR	146.43			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	BAKER & TAYLOR	163.91			
<b>MIDWEST TAPE</b>				18564	06/05/25	<u>786.70</u>
10-1-5343	DVDs-Adult-Winnetka	MIDWEST TAPE	497.78			
10-2-5343	DVDs-Adult-Northfield	MIDWEST TAPE	203.92			
10-0-5120	Library Supplies	MIDWEST TAPE	85.00			
<b>PITNEY BOWES</b>				18575	06/20/25	<u>91.29</u>
10-0-5123	Postage	ACH	91.29			
<b>VILLAGE OF NORTHFIELD</b>				18576	06/20/25	<u>6,028.48</u>
70-2-5159	Northfield Lease	Invoice #061LIB; 6/1/25	6,028.48			
<b>NORTH SHORE GAS</b>				18577	06/20/25	<u>578.27</u>
10-0-5170	Utilities	Payment for 4/26/25-5/28/25	578.27			
<b>DD Facility Services</b>				18578	06/20/25	<u>8,160.00</u>
70-0-5748	Building Maintenance Service	Invoice #1127; 6/1/25	8,160.00			
<b>VILLAGE OF WINNETKA</b>				18579	06/20/25	<u>30,540.85</u>
10-0-5111	Health Insurance	Invoice #2025-0000005; 6/2/25	30,540.85			
<b>RAILS</b>				18580	06/20/25	<u>6,802.07</u>
10-0-5177	Website/Platform Fees	Invoice #14109; 6/2/25	6,802.07			
<b>Today's Business Solutions INC</b>				18581	06/20/25	<u>25.68</u>
10-0-5134	Software	Invoice #020325-29; 2/4/25	25.68			
<b>Kanopy</b>				18582	06/20/25	<u>765.00</u>
10-1-5345	Books-Digital-Winnetka	Invoice #454642; 5/31/25	765.00			
<b>HOOPLA (MIDWEST TAPE)</b>				18583	06/20/25	<u>2,376.10</u>
10-1-5345	Books-Digital-Winnetka	Invoice #507256595; 5/31/25	2,376.10			
<b>Thompson Reuters</b>				18584	06/20/25	<u>158.40</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Invoice #851984106; 5/30/25	158.40			
<b>CDW-G</b>				18585	06/20/25	<u>235.00</u>
10-0-5136	Hardware	Invoice #AE4BA4G; 5/30/25	235.00			
<b>LAUTERBACH &amp; AMEN, LLP</b>				18586	06/20/25	<u>1,725.00</u>
10-0-5131	Accounting and Bookkeeping	Invoice #104585; 6/1/25	1,725.00			
<b>MERCHANTS DELIVERY SERVICE</b>				18587	06/20/25	<u>630.00</u>
10-0-5138	Delivery Service	5/25 Book Transfer	630.00			
<b>Warehouse Direct</b>				18588	06/20/25	<u>833.27</u>
70-0-5725	Janitorial Supplies	Invoice #5915372-0; 4/22/2025	833.27			
<b>QUILL CORPORATION</b>				18589	06/20/25	<u>191.55</u>
10-0-5121	Office Supplies	Invoice #44376875; 6/3/25	149.68			
10-0-5121	Office Supplies	Invoice #44376875; 6/3/25	41.87			
<b>ALARM DETECTION SYSTEMS, INC.</b>				18590	06/20/25	<u>661.05</u>
70-0-5758	Alarms & Security	Invoice 57525-1113; 6/8/25	661.05			
<b>Warehouse Direct</b>				18591	06/20/25	<u>826.98</u>
70-0-5725	Janitorial Supplies	Invoice #5940330-0; 6/9/25	631.72			
70-0-5725	Janitorial Supplies	Invoice #5941781-0; 6/11/25	195.26			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
<b>CDW-G</b>				18592	06/20/25	<u>2,383.97</u>
10-0-5136	Hardware	Invoice #AE42J3X; 6/5/25	2,383.97			
<b>COOPERATIVE COMPUTER SERVICES</b>				18593	06/20/25	<u>17,390.12</u>
10-0-5132	CCS Operating & OCLC	Invoice #2426; 4/15/25	17,390.12			
<b>BAKER &amp; TAYLOR</b>				18594	06/20/25	<u>7,262.07</u>
10-2-5444	Audio Books-Juv-Northfield	BAKER & TAYLOR	984.70			
10-1-5440	Books-Fiction-Juv-Winnetka	BAKER & TAYLOR	365.06			
10-0-5120	Library Supplies	BAKER & TAYLOR	548.16			
10-2-5341	Books-Non-Fiction-Adult-Northfield	BAKER & TAYLOR	285.11			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	BAKER & TAYLOR	867.00			
10-2-5440	Books-Fiction-Juv-Northfield	BAKER & TAYLOR	564.97			
10-2-5340	Books-Fiction-Adult-Northfield	BAKER & TAYLOR	1,090.06			
10-1-5340	Books-Fiction-Adult-Winnetka	BAKER & TAYLOR	1,867.83			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	BAKER & TAYLOR	90.95			
10-2-5441	Books-Non-Fiction-Juv-Northfield	BAKER & TAYLOR	545.17			
10-1-5444	Audio Books-Juv-Winnetka	BAKER & TAYLOR	53.06			
<b>MIDWEST TAPE</b>				18595	06/20/25	<u>1,149.74</u>
10-2-5444	Audio Books-Juv-Northfield	MIDWEST TAPE	64.79			
10-0-5120	Library Supplies	MIDWEST TAPE	89.01			
10-1-5444	Audio Books-Juv-Winnetka	MIDWEST TAPE	64.79			
10-1-5343	DVDs-Adult-Winnetka	MIDWEST TAPE	486.53			
10-2-5343	DVDs-Adult-Northfield	MIDWEST TAPE	114.70			
10-1-5344	Audio Books-Adult-Winnetka	MIDWEST TAPE	249.94			
10-2-5444	Audio Books-Juv-Northfield	MIDWEST TAPE	79.98			
<b>Library Furniture International, Inc.</b>				18596	06/16/25	<u>4,393.50</u>
10-0-5800	Capital Outlay	Inv 2025-243; 06.13.25	4,393.50			
<b>VILLAGE OF WINNETKA</b>				18607	06/30/25	<u>3,873.10</u>
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	126.36			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	27.88			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	76.34			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	39.62			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	2.00			
10-1-5173	Storm Sewer - Winnetka	VILLAGE OF WINNETKA	139.71			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	3,690.92			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	-396.80			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	63.49			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	103.58			
<b>COMCAST</b>				18608	06/30/25	<u>75.90</u>
10-0-5176	Internet Services	COMCAST	75.90			
<b>COMCAST</b>				18609	06/30/25	<u>454.75</u>
10-0-5176	Internet Services	COMCAST	454.75			
<b>PITNEY BOWES</b>				18610	06/30/25	<u>100.00</u>
10-0-5123	Postage	PITNEY BOWES	100.00			
<b>PITNEY BOWES</b>				18611	06/30/25	<u>100.00</u>
10-0-5123	Postage	PITNEY BOWES	100.00			
<b>Peerless Network</b>				18612	06/30/25	<u>41.37</u>
10-0-5176	Internet Services	Peerless Network	41.37			
<b>NATIONWIDE RETIREMENT SOLUTIONS</b>				18613	06/30/25	<u>3,675.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,225.00			
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,225.00			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,225.00			
<b>NICOR</b>				18614	06/30/25	<u>207.54</u>
10-1-5174	Natural Gas - Winnetka	NICOR	207.54			
<b>COMED</b>				18615	06/30/25	<u>660.76</u>
10-2-5171	Electricity - Northfield	6/20 payment	660.76			
<b>First Bankcard</b>				18616	06/30/25	<u>25,776.71</u>
10-0-5719	Board Expenses	Dombrowski - Ticket for Lindsay Jenkins for Laconi Trustee Banquet	70.00			
10-0-5719	Board Expenses	Dombrowski - Ticket for Jenny Fisher for Laconi Trustee Banquet	70.00			
10-0-5121	Office Supplies	Dombrowski - Planner Inserts	13.98			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Employee Recognition Lunch	111.56			
10-0-5139	Subscriptions	Dombrowski - Annual Library Subscription	468.00			
10-0-5139	Subscriptions	Dombrowski - Chat GPT Subscription	20.00			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski - Employee Recognition Coffee	11.19			
10-0-5719	Board Expenses	Dombrowski - Treats for Board Meeting	22.56			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - Videogames - Youth Spring Quarter	75.09			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Videogames - Youth Spring Quarter	75.08			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	179.92			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - Videogames - Youth Spring Quarter	262.25			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Videogames - Youth Spring Quarter	262.26			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	109.59			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	25.27			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	141.97			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	19.99			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	26.98			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	42.98			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	178.98			
10-1-5439	Kits	Karwowska - Kits - early lit kit replacement	36.78			
10-0-5907	Programming - Youth	Karwowska - Programming supplies - refund	-7.59			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	64.86			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Juve Fiction - picture books	18.99			
10-1-5445	Video Games-Juv-Winnetka	Karwowska - Videogames - Youth Spring Quarter	42.99			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Videogames - Youth Spring Quarter	42.99			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Juv Fiction - graphic novel	11.59			
10-0-5907	Programming - Youth	Karwowska - Programming supplies - refund	-7.99			
10-0-5907	Programming - Youth	Karwowska - Programming supplies - refund	-18.99			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	37.87			
10-1-5439	Kits	Karwowska - Kits - new STEAM Kit	57.90			
10-1-5439	Kits	Karwowska - Kits - new STEAM Kit	29.99			



# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5445	Video Games-Juv-Winnetka	Karwowska - Videogames - Youth Spring Quarter	57.17			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Videogames - Youth Spring Quarter	57.17			
10-0-5120	Library Supplies	Karwowska - Refund on tax from April 2025 CC report	-3.90			
10-0-5120	Library Supplies	Karwowska - Refund on tax from April 2025 CC report	-6.89			
10-1-5439	Kits	Karwowska - Kits - new Early Lit Kit	11.88			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Juv Fiction - manga	17.05			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	17.52			
10-0-5120	Library Supplies	Karwowska - Library Supplies - new fireplace switch cover	17.49			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	55.96			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	61.04			
10-0-5907	Programming - Youth	Karwowska - Programming supplies - refund	-18.88			
10-0-5120	Library Supplies	Karwowska - Library Supplies - refund	-17.49			
10-0-5732	Staff Recognition/Events/Meetings	Karwowska - YS Dept Meeting Snacks	40.95			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Juv Fiction - picture book and YA	28.47			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Juv Fiction - manga	209.00			
10-2-5445	Video Games- Juv-Northfield	Karwowska - Refund on Northfield youth videogame	-57.17			
10-1-5439	Kits	Karwowska - Kits - new STEAM Kit	60.98			
10-1-5440	Books-Fiction-Juv-Winnetka	Karwowska - Juv Fiction - picture book	18.99			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	39.97			
10-1-5439	Kits	Karwowska - Kits - STEAM kit boxes	85.99			
10-0-5121	Office Supplies	Karwowska - Office Supplies - school year calendar	11.69			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	19.82			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	19.95			
10-0-5907	Programming - Youth	Karwowska - Programming Supplies - Youth Spring Quarter	58.97			
10-1-5439	Kits	Karwowska - Kits - Early Kit replacement	8.36			
10-0-5120	Library Supplies	Karwowska - Library supplies - cleaning supplies for YS/facilities	118.62			
70-0-5750	Landscaping	Mall - Landscaping supplies	37.98			
70-0-5750	Landscaping	Mall - Landscaping supplies	37.99			
10-1-5343	DVDs-Adult-Winnetka	Mall - Materials	9.71			
10-1-5343	DVDs-Adult-Winnetka	Mall - Materials	16.99			
10-1-5343	DVDs-Adult-Winnetka	Mall - Materials	19.86			
10-0-5114	Professional Development	Mall - Professional development course	46.61			
10-0-5732	Staff Recognition/Events/Meetings	Mall - Staff recognition	52.23			
10-0-5732	Staff Recognition/Events/Meetings	Mall - Staff recognition	154.78			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	40.23			
10-1-5343	DVDs-Adult-Winnetka	Mall - Materials	114.36			
10-0-5121	Office Supplies	Mall - Scratch paper holder for patron use	2.99			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Materials	54.00			
10-0-5134	Software	Mall - Virtual event hosting	127.98			
10-0-5120	Library Supplies	Mall - Tech Services supplies	53.98			
10-0-5906	Programming - Studio	Mall - Studio supplies	26.99			
10-0-5906	Programming - Studio	Mall - Studio supplies	30.00			
10-1-5343	DVDs-Adult-Winnetka	Mall - Materials	16.47			
10-0-5308	Reading Programs	Mall - Summer Reading prizes	1,000.00			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5308	Reading Programs	Mall - Summer Reading prizes	1,000.00			
10-0-5308	Reading Programs	Mall - Summer Reading prizes	1,000.00			
70-0-5799	Misc Services	Mall - Bird food	25.96			
10-1-5343	DVDs-Adult-Winnetka	Mall - Materials	69.99			
10-0-5732	Staff Recognition/Events/Meetings	Melero - sympathy	16.34			
70-0-5782	Equipment	Melero - Basement Shelves	1,374.90			
10-0-5898	Miscellaneous	Melero - accidental charge/refunded 5/21	51.06			
10-0-5719	Board Expenses	Melero - Board Meeting snacks	10.18			
10-0-5719	Board Expenses	Melero - Board Meeting snacks	20.21			
10-0-5732	Staff Recognition/Events/Meetings	Melero - Managers Lunch	161.97			
10-0-5120	Library Supplies	Morgan - Library Supplies - book easels and bookmarks	259.41			
10-0-5908	Programming - Adult	Morgan - Programming - Adult - art journaling	185.33			
70-0-5782	Equipment	Morgan - office supplies - step stools	17.99			
10-2-5441	Books-Non-Fiction-Juv-Northfield	Morgan - Books - Non-Fiction, Easy, & JH - Northfield - replacement items for youth nonfiction	60.16			
10-0-5732	Staff Recognition/Events/Meetings	Morgan - Staff Recognition/Events/Meetings - Northfield team meeting	153.95			
10-2-5440	Books-Fiction-Juv-Northfield	Morgan - Books - Fiction - Juv - Northfield - replacement items for youth fiction	68.02			
10-2-5441	Books-Non-Fiction-Juv-Northfield	Morgan - Books - Non-Fiction, Easy, & JH - Northfield - replacement items for youth nonfiction	142.38			
10-0-5121	Office Supplies	Morgan - office supplies - magnetic reusable strips	12.99			
10-0-5884	Equipment/Furniture	Morgan - Equipment/Furniture - desk & chair for staff workstation	189.98			
10-0-5884	Equipment/Furniture	Morgan - Equipment/Furniture - whiteboard for staff workstation	42.99			
10-0-5907	Programming - Youth	Morgan - Programming - Youth - summer reading display	28.47			
10-0-5907	Programming - Youth	Morgan - Programming - Youth - family science	7.57			
10-0-5907	Programming - Youth	Morgan - Programming - Youth - containers for YOTO cards	29.87			
10-0-5907	Programming - Youth	Morgan - Programming - Youth - foam blocks	36.99			
10-0-5121	Office Supplies	Morgan - office supplies - charging cables for staff and patrons	51.31			
10-0-5884	Equipment/Furniture	Morgan - Equipment/Furniture - desks & shelves for staff workstations	377.55			
10-0-5907	Programming - Youth	Morgan - Programming - Youth - scavenger hunt supplies	16.95			
10-0-5121	Office Supplies	Morgan - office supplies - storage containers	79.99			
10-0-5121	Office Supplies	Morgan - Programming - Youth - sand art programs	116.97			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Embroidery Thread	25.98			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Collapsible Photo Backdrop	219.99			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Camera Kit	1,599.00			
10-0-5906	Programming - Studio	Munoz - Studio Equipment: 2.5" Button Maker	297.76			
10-0-5906	Programming - Studio	Munoz - REFUND Studio Supplies: Camera Kit	-1,599.00			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Post it note holder	8.95			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: levels	10.54			
10-0-5906	Programming - Studio	Munoz - Programming: Paint Brushes	17.90			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Embroidery Thread	14.60			

# Winnetka-Northfield Public Library District

## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Embroidery Thread	21.64			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Laser Air Assist	520.00			
10-0-5906	Programming - Studio	Munoz - Programming: Acrylic Sign	1.60			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Sewing Needles	17.99			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Cardstock, Hanging Strips	39.80			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Sublimation Blanks	50.44			
10-0-5906	Programming - Studio	Munoz - LoT: Replacement Nintendo Switch controllers	72.95			
10-0-5906	Programming - Studio	Munoz - IoT: Photo Scanner Case	30.34			
10-0-5906	Programming - Studio	Munoz - LoT: Photo Scanner	99.99			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Photo Scanner	499.90			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: DSLR Camera Kit	1,304.99			
10-0-5906	Programming - Studio	Munoz - Programming: Bookshelf Craft Foam	11.99			
10-0-5906	Programming - Studio	Munoz - Programming: Bookshelf MINI Mugs	9.99			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Mop, Basket, Cloths	60.81			
10-0-5910	Studio Maintenance/Repair	Munoz - Replacement BROTHER Embroidery	1,799.99			
10-0-5906	Programming - Studio	Munoz - Studio Supplies: Fabric	7.25			
10-0-5906	Programming - Studio	Munoz - WAIVED: Will show on next bill	39.00			
10-0-5910	Studio Maintenance/Repair	Munoz - Programming: Book Folding, Wooden Bookshelf	21.54			
10-0-5910	Studio Maintenance/Repair	Munoz - LoT: Library of games	42.96			
10-0-5910	Studio Maintenance/Repair	Munoz - Programming: Bookshelf	7.99			
10-0-5910	Studio Maintenance/Repair	Munoz - Studio Supplies: Recording MIC	169.00			
10-0-5910	Studio Maintenance/Repair	Munoz - Programming: Bookshelf	18.99			
10-0-5910	Studio Maintenance/Repair	Munoz - REFUND: Studio Supplies: Photo Scanner	-499.90			
10-0-5910	Studio Maintenance/Repair	Munoz - Studio Supplies: Button Maker Supplies	59.98			
10-0-5910	Studio Maintenance/Repair	Munoz - Programming: Cardstock	38.94			
10-0-5723	PR Supplies	Quish - Name plate for board member	13.83			
10-0-5721	Promotional	Quish - Branded water bottles for outreach	1,968.53			
10-0-5721	Promotional	Quish - Beach balls and pinwheels for outreach	804.53			
10-0-5732	Staff Recognition/Events/Meetings	Quish - Staff lunch April	36.08			
10-0-5724	Marketing/Advertising	Quish - Vinyl promotional banners for NF Village	188.00			
10-0-5724	Marketing/Advertising	Quish - Yard signs for End of Summer Party	199.47			
10-0-5723	PR Supplies	Quish - Laminating pouches	31.91			
10-0-5724	Marketing/Advertising	Quish - Deposit for elevator wrap and reading tracker	885.00			
10-0-5723	PR Supplies	Quish - Pich pins for corkboard	4.19			
10-0-5722	Newsletter/Mailers	Quish - Annual subscription for digital source	2,259.00			
10-0-5724	Marketing/Advertising	Quish - Vinyl promotional banners for NF Village	187.70			
10-0-5732	Staff Recognition/Events/Meetings	Quish - Staff Lunch May	38.97			
10-0-5724	Marketing/Advertising	Quish - Avery labels for Summer Reading stickers	25.19			
10-0-5723	PR Supplies	Quish - Zevo flying insect trap and refills	49.07			
10-0-5724	Marketing/Advertising	Quish - Annual social media scheduling tool	150.00			
10-0-5722	Newsletter/Mailers	Quish - Retractable banner for The Studio	169.99			
10-0-5134	Software	Swenson - Microsoft Entra Licenses	7.20			
10-0-5134	Software	Swenson - Microsoft Power BI Licenses	30.00			
10-0-5134	Software	Swenson - Microsoft 365 Licenses	192.50			

# Winnetka-Northfield Public Library District

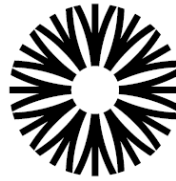
## Check Register

All Bank Accounts

June 1, 2025 - June 30, 2025

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5177	Website/Platform Fees	Swenson - Content website hosting	5.00			
10-0-5177	Website/Platform Fees	Swenson - Content website backup	0.43			
10-0-5885	Computer Equipment	Swenson - Computer Hard Drives	90.00			
10-0-5885	Computer Equipment	Swenson - Computer Components	1,022.50			
10-0-5910	Studio Maintenance/Repair	Swenson - Replacement hotspot battery	15.80			
10-0-5134	Software	Swenson - Creative Cloud Subscriptions	278.91			
10-0-5885	Computer Equipment	Swenson - Computer Memory	97.42			
10-0-5177	Website/Platform Fees	Swenson - Annual domain renewal	139.36			
10-0-5910	Studio Maintenance/Repair	Swenson - Replacement Hotspot	66.00			
10-0-5120	Library Supplies	Volny - Library Supplies	8.99			
10-0-5120	Library Supplies	Volny - Front Desk Supplies	39.13			
10-0-5120	Library Supplies	Volny - Facilities Supplies	8.99			
10-0-5120	Library Supplies	Volny - Workroom Supplies	13.49			
10-0-5732	Staff Recognition/Events/Meetings	Volny - ALA Flight	376.91			
10-0-5121	Office Supplies	Volny - Office Supplies	24.75			
10-0-5121	Office Supplies	Volny - ILL Supplies	30.27			
10-0-5120	Library Supplies	Volny - Front Desk Supplies	272.08			
10-0-5121	Office Supplies	Volny - Office Supplies	8.66			
10-0-5732	Staff Recognition/Events/Meetings	Volny - Staff Mtg Snacks	53.53			
10-0-5907	Programming - Youth	Karwowska- Amazon	77.06			

**Check List Total** 181,538.91



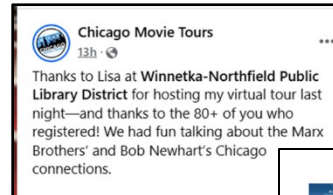
## JULY 2025 DIRECTOR'S REPORT

### STAFF UPDATES

Anniversaries: Molly Schoener, Adult Services Librarian, 7/5 (4 years); Melissa Morgan, Branch Services Manager, 7/7 (22 years); Lisa Martin, Branch Services Librarian, 7/10 (2 years).

### STAFF SHOUT OUTS

- Branch Services Librarian Lisa's program was given a shout out on Chicago Movie Tours' socials the night after their library presentation!
- Branch Services Librarian Rebecca's new Eco-Readers book club was mentioned by Go Green Northfield on their socials!
- YS connected with over 1,100 community members through various outreach opportunities this month!




### PROGRAMMING

#### Youth

Category	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Programs	36	48	-25.00%	614	604	1.66%
Live Attendees	1,159	1,499	-22.68%	19,870	17,927	10.84%
Passive Programming	3,852	4,597	-16.21%	59,805	53,000	12.84%

### Highlights

Miss Rachel Inspired Storytime	25 children and caregivers saw Librarian Amelia dress up like Miss Rachel, a YouTuber who focuses on language development for littles.
Busy Bodies	<p>38 attendees enjoyed this mini obstacle course built by Librarians Amber and Gil!</p> 

## Adults

Category	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Programs	26	25	4.00%	262	251	4.38%
Live Attendees	477	481	-0.83%	5,136	5,521	-6.97%
Recording Attendees	61	120	-49.17%	1,691	3,143	-46.20%

## Highlights

Comedy in Chicago: The Marx Brothers and Bob Newhart (V)	Chicago Movie Tours offered a virtual walking tour of the Chicago area comedians' homes along with the Marx family's farm and Bob Newhart's favorite places. 68 attendees.
Savor & Share (IP)	WNPLD's 2 <sup>nd</sup> cookbook book club saw 11 attendees come to share dishes from outdoor cookbooks, which is 50% more attendees than last month!
Significant Sites: National Register Listings on the North Shore (V)	74 attendees learned about fascinating sites across the North Shore from the Winnetka Historical Society.

(IP)= In-Person Program (V)=Virtual Program

## Studio

Category	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
1:1s	289	187	54.55%	2,948	2,849	3.47%
Programs	8	12	-33.33%	117	160	-26.88%
Attendees	88	66	33.33%	781	861	-9.29%

## Highlights

Summer Sun Goddess Wreath	9 attendees created a beautifully crafted wreath made from paper and laser-cut acrylic accents.
The Studio OPEN HOUSE	50 attendees visited the Studio, exploring our cutting-edge equipment in action and getting inspired by its possibilities.

## Community Engagement

Category	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Youth Events	5	2	150.00%	18	36	-50.00%
Adult Events	3	3	0.00%	27	40	-32.50%
Family Events	0	3	-100.00%	29	15	93.33%
<b>Total Events</b>	<b>8</b>	<b>8</b>	<b>0.00%</b>	<b>74</b>	<b>91</b>	<b>-18.68%</b>
Youth Attendance	1,172	53	2111.32%	1,927	1,753	9.93%
Adult Attendance	30	36	-16.67%	594	765	-22.35%
Family Attendance	0	772	-100.00%	973	2,712	-64.12%
<b>Total Attendance</b>	<b>1,202</b>	<b>861</b>	<b>39.61%</b>	<b>3,494</b>	<b>5,230</b>	<b>-33.19%</b>

## Highlights

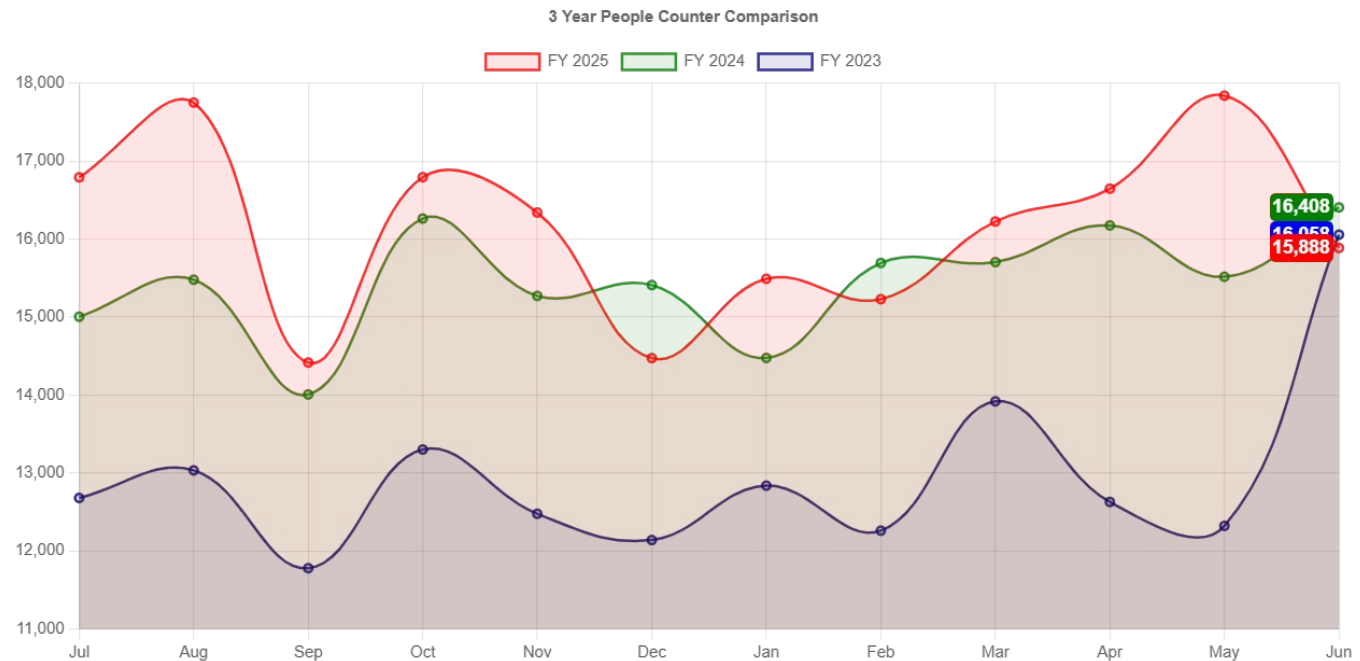
Winnetka Children's Fair	Youth Services staff, Library Trustees, and Friends of the Library represented the library during this annual event which saw 850 attendees over 5 hours! Shout outs to Anne Peterson, Elizabeth Rohner, Christine Timcheck, and Laura Freechack.
Stories in the Park (w/WN Park District)	Singing, dancing, stories, and more! Everyone's invited to this free, all-ages storytime. 217 attendees across 3 sessions
Bubbles in the Park (w/KN Park District)	This free, all-ages event featured music and a variety of bubble-making tools to help littles and their caregivers enjoy the warm summer weather! 105 attendees

## SERVICES

### Visitors

Building	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Winnetka	10,414	11,278	-7.66%	134,922	129,387	4.28%
Northfield	5,171	4,844	6.75%	55,720	52,726	5.68%
<b>Total</b>	<b>15,585</b>	<b>16,122</b>	<b>-3.33%</b>	<b>190,642</b>	<b>182,113</b>	<b>4.68%</b>
Virtual	303	286	5.94%	3,262	3,307	-1.36%
<b>Total</b>	<b>15,888</b>	<b>16,408</b>	<b>-3.17%</b>	<b>193,904</b>	<b>185,420</b>	<b>4.58%</b>

Note: Closed on 6/19; WN Youth Services Department largely closed for 3 weeks due to flooring project.



### Cardholders (by Household)

Community	Number of Households	Households w/Cards	% Households w/Cards
Winnetka	4,242	3,249	76.59%
Northfield	2,340	1,449	61.92%
<b>Total District</b>	<b>6,582</b>	<b>4,698</b>	<b>71.38%</b>
Kenilworth	789	222	28.14%
<b>Total</b>	<b>7,371</b>	<b>4,920</b>	<b>66.75%</b>

### Desk Questions

Category	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Adult	1,966	2,113	-6.96%	24,987	27,620	-9.53%
Youth	543	494	9.92%	6,800	5,425	25.35%
Digital Services	55	77	-28.57%	915	819	11.72%
<b>Total</b>	<b>2,564</b>	<b>2,684</b>	<b>-4.47%</b>	<b>32,702</b>	<b>33,864</b>	<b>-3.43%</b>

## TECHNOLOGY

### Computer Usage

Location	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Winnetka	394	435	-9.43%	4,903	4,967	-1.29%
Northfield	217	205	5.85%	2,704	2,632	2.74%
<b>Total</b>	<b>611</b>	<b>640</b>	<b>-4.53%</b>	<b>7,607</b>	<b>7,599</b>	<b>0.11%</b>

### Hotspot Usage

Location	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Winnetka Sessions	16,465	15,159	8.62%	158,953	227,673	-30.18%
Northfield Sessions	2,271	2,689	-15.54%	26,542	39,641	-33.04%
<b>Total</b>	<b>18,736</b>	<b>17,848</b>	<b>4.98%</b>	<b>185,495</b>	<b>267,314</b>	<b>-30.61%</b>
Winnetka Bandwidth	311 GB	513 GB	-39.38%	2,961 GB	6,596 GB	-55.11%
Northfield Bandwidth	110 GB	185 GB	-40.54%	1,477 GB	1,449 GB	1.93%
<b>Total</b>	<b>421 GB</b>	<b>698 GB</b>	<b>-39.68%</b>	<b>4,438 GB</b>	<b>8,045 GB</b>	<b>-44.84%</b>

### Website Visits

Activity	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Total Visits	12,314	10,991	12.04%	132,658	137,245	-3.34%
Unique Visits	6,816	6,276	8.60%	76,092	85,819	-11.33%

## MARKETING

### Email Subscribers

JUN24/25	% Cardholders	JUN23/24	Open Rate	Click Rate
10,359	109.05%	10,540	60%	2%

Open Rate: % who opened the email. Click Rate: % who clicked on links inside the email.

### Social Media Activity

Platform	JUN24/25 Impressions	JUN24/25 Reach	JUN24/25 Engagements
YouTube	23,299	1,058	N/A
Facebook	7,048	4,676	258
Instagram	15,593	942	202
LinkedIn	580	378	22
<b>Total</b>	<b>46,520</b>	<b>7,054</b>	<b>482</b>

Impressions: # of times the content has been seen/viewed.

Reach: # of people seeing content for the first time.

Engagements: # of comments, likes, shares, & click-throughs.

## COLLECTIONS

### Physical Adult (By Location)

Location	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Winnetka	10,462	10,549	-0.82%	124,417	125,244	-0.66%
Northfield	3,682	3,803	-3.18%	42,886	44,981	-4.66%



### Physical Youth (By Location)

Location	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Winnetka	7,196	14,541	-50.51%	155,593	172,766	-9.94%
Northfield	3,724	3,571	4.28%	36,142	39,140	-7.66%

### Physical Miscellaneous

Lending Type	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Kenilworth Patrons	603	826	-27.00%	8,699	11,446	-24.00%
Borrowed from Other Libraries	1,800	1,646	9.36%	19,701	20,723	-4.93%

### Physical Adult (By Type)

Material Type	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Books	8,600	8,683	-0.96%	99,522	102,231	-2.65%
Book - Fiction	4,918	5,072	-3.04%	55,460	57,488	-3.53%
Book - Nonfiction	3,682	3,611	1.97%	44,062	44,743	-1.52%
Audiobook - CD	158	163	-3.07%	1,864	2,391	-22.04%
Music CD	134	51	162.75%	761	1,050	-27.52%
Playaway	13	9	44.44%	247	269	-8.18%
DVD/Blu-Ray	2,455	2,546	-3.57%	28,921	32,195	-10.17%
Magazine	321	154	108.44%	2,626	2,630	-0.15%
Videogame	29	34	-14.71%	496	269	84.39%
Computing Device	4	0	-	84	56	50.00%
Library of Things	34	29	17.24%	325	304	6.91%
Other	40	26	53.85%	2,329	943	146.98%
Non-CCS ILL	63	41	53.66%	592	455	30.11%
Sent Out	2,293	2,616	-12.35%	29,536	27,432	7.67%
Studio Equipment	135	0	-	1,295	0	-
<b>Total</b>	<b>14,279</b>	<b>14,352</b>	<b>-0.51%</b>	<b>168,598</b>	<b>170,225</b>	<b>-0.96%</b>

### Physical Youth (By Type)

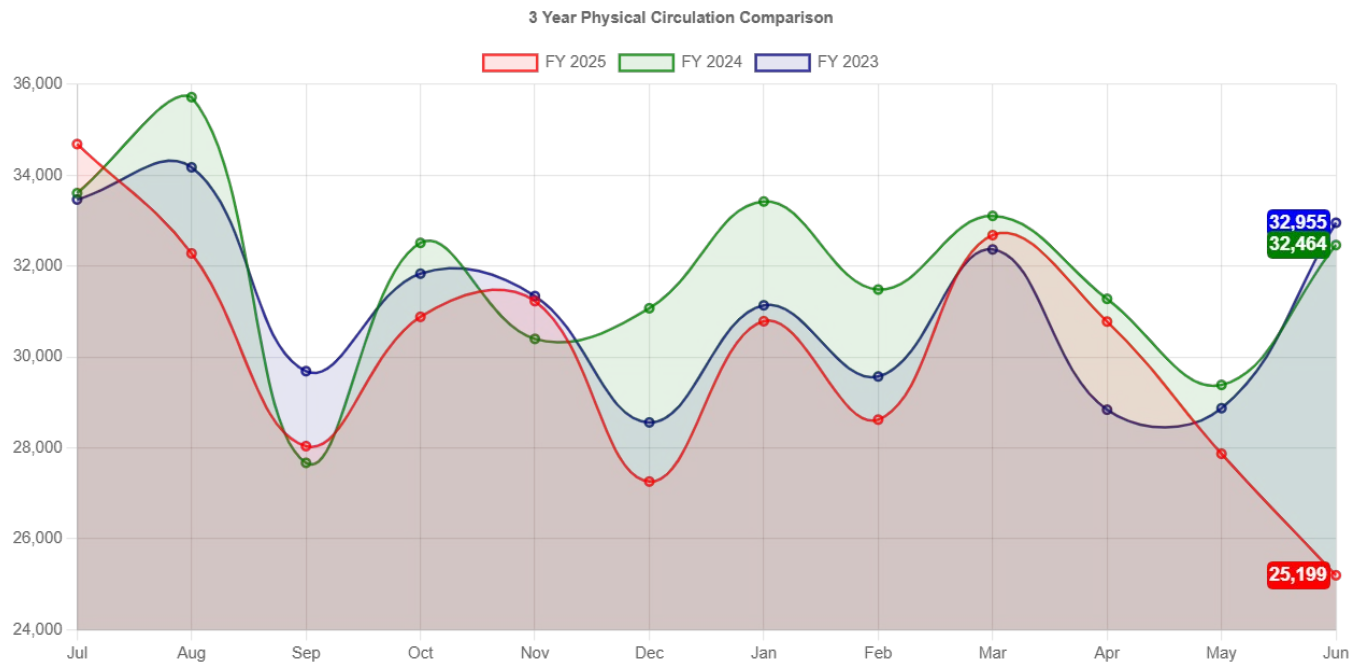
Material Type	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
Books	8,011	13,272	-39.64%	139,453	155,353	-10.23%
Book - Fiction	6,740	11,187	-39.75%	116,458	130,227	-10.57%
Book - Nonfiction	1,271	2,085	-39.04%	22,995	25,126	-8.48%
Audiobook - CD	3	5	-40.00%	14	51	-72.55%
Playaway	208	260	-20.00%	3,109	2,674	16.27%
DVD/Blu-Ray	378	938	-59.70%	6,530	8,798	-25.78%
Videogame	228	348	-34.48%	3,882	3,407	13.94%
Computing Device	31	54	-42.59%	816	803	1.62%
Vox Reader	207	403	-48.64%	3,997	4,494	-11.06%
Youth Kits	62	79	-21.52%	1,018	838	21.48%
Other	15	5	200.00%	142	267	-46.82%
In House Circulation	1,777	2,747	-35.31%	32,712	35,189	-7.04%
<b>Total</b>	<b>10,920</b>	<b>18,112</b>	<b>-39.71%</b>	<b>191,735</b>	<b>211,906</b>	<b>-9.52%</b>

## MTD Total Physical Circulation

JUN24/25 Physical Circulation	JUN23/24 Physical Circulation	Net Change
25,199	32,464	-22.38%

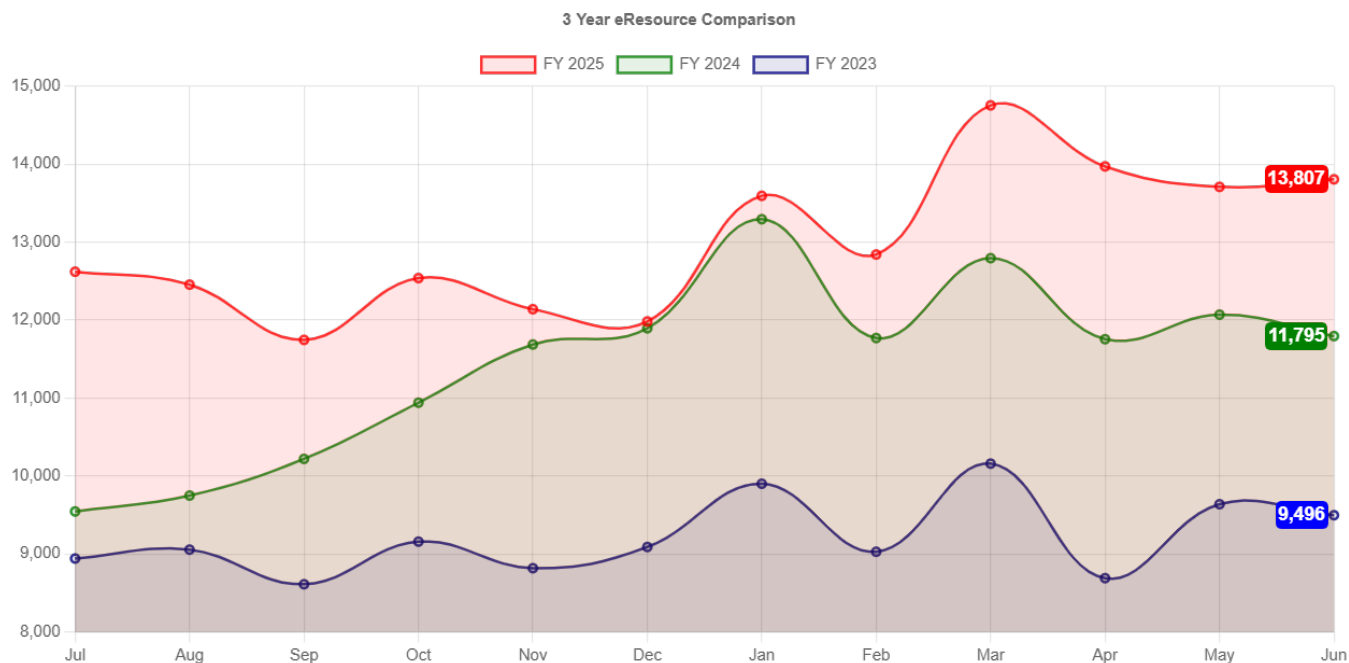
## YTD Total Physical Circulation

FY24-25 YTD Physical Circulation	FY23-24 YTD Physical Circulation	Net Change
360,333	382,131	-5.70%



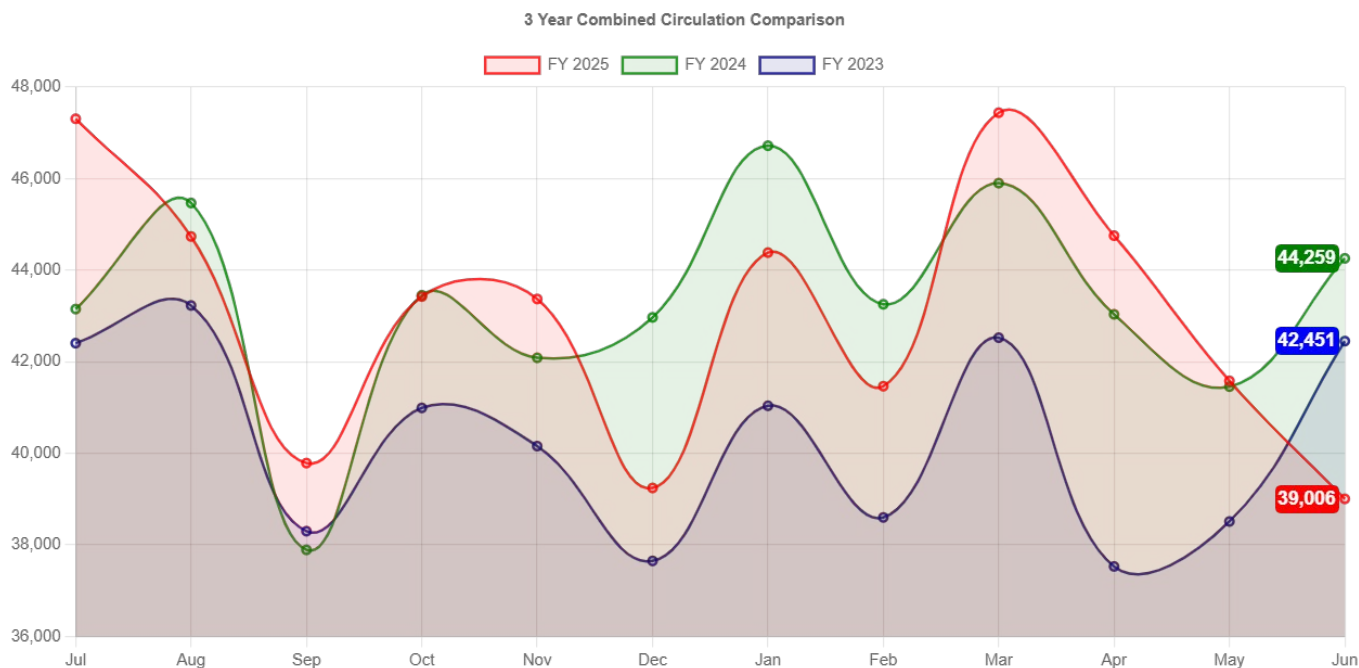
## Digital Circulation

Material Type	JUN24/25	JUN23/24	Mo. % +/-	FY24-25 YTD	FY23-24 YTD	FY % +/-
eBooks	5,586	4,686	19.21%	63,283	56,353	12.30%
eAudiobooks	5,305	4,365	21.53%	57,784	49,250	17.33%
eMagazines	2,299	2,118	8.55%	27,914	25,239	10.60%
eVideos	579	584	-0.86%	6,557	6,108	7.35%
eMusic	38	42	-9.52%	629	563	11.72%
<b>Total</b>	<b>13,807</b>	<b>11,795</b>	<b>17.06%</b>	<b>156,167</b>	<b>137,513</b>	<b>13.57%</b>



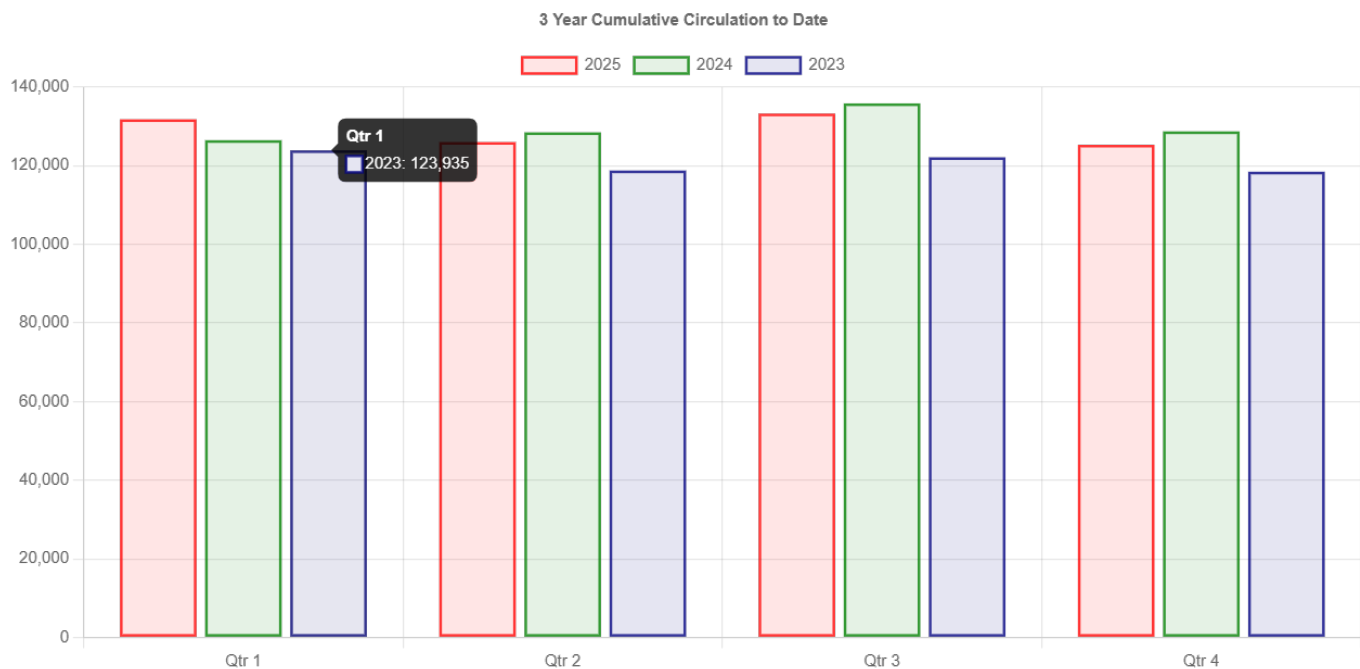
### MTD Total District Circulation

JUN24/25 District Circulation	JUN23/24 District Circulation	Net Change
38,871	44,259	-12.17%



### YTD Total District Circulation

FY24-25 YTD District Circulation	FY23-24 YTD District Circulation	Net Change
515,205	519,644	-0.85%



## **IMPACT STORIES**

### **Branch Services**

#### **General Feedback**

- The Mariano's location on Willow Rd. in Northfield closed permanently Fri. 6/27/25.
- Lisa helped a new resident with information ranging from how to find library programs to local restaurant recommendations. The patron was grateful for moving into our District with such helpful and patient staff!
- A patron shared that the Northfield Branch is a very important community gathering place and point of connection for residents, and that the Northfield staff does an amazing job at maintaining the library as a safe, welcoming space.
- A patron shared their gratitude for Librarians Amelia & Rebecca curating a collection of youth materials to help their child learn to regulate their emotions.
- Tummy Time Painting brought in a young family, who were delighted that their child made their first piece of art. The family then opened library accounts with the father noting, *"I haven't had a library card in so long!"* They soon returned to the library, saying, *"We had such a good time last week, we couldn't wait to come back and read more books and play!"*
- Librarian Rebecca helped reunite a patron with a long-lost flash drive:

*Thanks Rebecca. That flashdrive must have been there for years. I've been looking for it! It's for a digital picture frame. The babies are 9 years old!*

- Librarian Lisa helped a veteran prepare a video for an upcoming memorial for a friend who had passed away.
- We received a thank you note from the Sunset Ridge PTO for donating the "Librarian for a Day" experience, along with a bag of library swag, for their annual auction.

To the Northfield Public Library Team -  
 On behalf of the Sunset Ridge  
 PTD, thank you for your generous  
 donation to our annual gala.  
 Your generosity was so helpful in  
 contributing to a financially successful  
 year for the District.  
 With gratitude, the  
 Michelle PTD

- Two young patrons returned to Sit & Knit after a hiatus during the school year. Both had practiced and proudly showed off their skills to the other members, who were happy to see them again.
- “I love the library. I’ve been coming here for 40 years, and you are always so nice! This is a really wonderful place.”
- “I just want to say, you [Librarian Lisa] should be a social worker. You were so nice talking to that lady. Most people would have brushed her off and been done with her after a few minutes. But you listened and were there for her.”
- “I love the Candyland window display!” which Branch Services Librarian Amelia designed and installed to promote summer reading.
- Notes from the comment box ➡



## Programming

- Feedback for Comedy in Chicago: The Marx Brothers and Bob Newhart
  - “She’s a great speaker - very organized in her delivery with many fascinating tidbits of information you don’t get from online sources!”
  - “Great program on Marx brothers and Newhart, so many interesting things about these comedians. nice to keep presentations on zoom so I don’t have to drive to the library.”
- Feedback for Sand Art: “Thank you for having these great activities for the kids. It’s such a great experience for them.”
- Feedback for Family Storytime (Rebecca)
  - “You are really good at what you do.”
  - “We have been waiting patiently, and we are so happy your Storytime is back!”
  - “Do they pay you extra for doing this? It’s so much work to be in front of the room like that.”
- Feedback for Art Journaling:
  - “I usually go to the coffee shop by myself, but this setting is more conducive and will help me stay on track with my own daily practice.”
  - “I am so grateful to have a group to share my latest pages and techniques with.”

## Youth Services

- Feedback for Busy Bodies:

- *"I feel like we just walked into Exploritorium!"*
- *"What an experience!"*
- Feedback for Little Messy Art: *"This is so much fun for us all!"*
- Feedback for Stories in the Park: *"I've been all around the country seeing different storytimes and that was the best one I've seen."*

## Adult Services

### General Feedback

- Librarian Molly helped a patron who was unable to physically come into the library find pictures and articles of himself and his teacher in his classroom at Hubbard Woods (1970's) in the Winnetka Talk. He was having lunch with his elementary school teacher and her family and wanted to show her a photo of a project (making a geodesic dome) they did at the time. His email reply:  
*"I know you are busy, and obviously we don't know each other. I need to thank you again. Mrs. Gray loved receiving the articles. She had never seen them, she said. And we had a great afternoon. Thank you for your part in it!"*
- Librarian Molly helped a patron find an article about an ancestor of hers who was a pioneer born in Northfield in 1862 and lived there in a log cabin. The article from the 1950s had a picture of the log cabin. Her reply:  
*"Well, you hit a home run. The piece on "Northfield Resident..." was exactly what I was searching for. You might want to read it, it is a pretty amazing pioneer story. Their farm was located on the east side of Rex's gas station, at Willow and Sunset Ridge Rd. Thank you for your prompt attention to this. I never would have found it without your help."*

### Programming

- Feedback for The Cassini Mission to Saturn:
  - *"Really love the astronomy lectures! I didn't even know the Cassini Mission existed. That hexagon..."*
  - *"Excellent variety of programming thnx."*
  - *"More space programs/STEM topics - science, engineering, etc. This one was really good - presenter really knew his material. Thank you for the Saturn program - it was one of the best!"*
  - *"Enjoyed the presentation and how it was (delivered) in a manner easily understood."*
- Feedback for Roadside Attractions with Leslie Goddard:
  - *"Very interesting and informative presentation that we can use for our next road trips. Besides fun to see, these attractions can be educational and inspire lots of discussions. Thank you for offering this program. Hope we can attend more programs on zoom which can provide more diverse presenters far and wide."*
  - *"Ms. Goddard's presentations, whether portrayals or lectures, are always carefully researched, well-organized, interesting, and well-presented. She is one of the best! Since it's difficult for us to get out, we truly appreciate the library making so many varied Zoom presentations available. Thank you."*
  - *"Thank you so much for continuing to have Zoom programs. A person can never learn enough history. Keep up the great programs!"*
  - *"It is so nice to be able to watch the recording instead of having to view the program in real time. Thank you so much for offering the Virtual presentations and a special thank you for offering the recordings."*
  - *"Leslie Goddard is terrific - I always enjoy her interesting and informative talks! Hope to see her again soon. Thank you, Winnetka Library, for the great programming 😊"*



- *"Virtual is very much appreciated. Thank you."*
- *"Leslie always presents her material clearly and informatively. Zoom programs are especially accessible for your older patrons."*
- *"Have enjoyed your virtual events hope you continue to offer events virtually. thank you. Leslie Goddard is always wonderful."*
- Feedback for Ode to Beethoven: the Man Behind the Music with Anette Isaacs:
  - *"Annette always presents interesting and informative lectures. I knew a lot about Beethoven but now I know even more. As a "senior" having zoom means easy access to stimulating presentations. Thank you!"*
  - *"This was an informative and entertaining program! Such a wonderful speaker also and great slides-thank you so much for offering this program!"*
  - *"It was presented with deep insight and admiration for the subject. Like if it was a relative giving first hand accounts of the events unfolding."*
  - *"Presenter obviously researched her topic and enthusiastically shared it with the audience. I learned so much about Beethoven's life."*
  - *"Presenter is very enthusiastic!! We learned new facts about B and his life. We didn't know that his hearing loss occurred so early!"*
  - *"In less than two hours I learned so much about Beethoven's life."*
- Feedback for George Washington & The Battle for Independence: Portrayed by Terry Lynch:
  - *"I learned a lot - and enjoyed the presentation."*
  - *"Really well done presentation!"*
- Feedback for Books at the Beach:
  - *"It was wonderful! I appreciated the variety of books that the librarians talked about and that they had copies to check out right there. The flyers were very helpful and now I just have to figure out what to read next. Thank you to the library for putting together such a fun and informative event, and it was great to be outside."*
  - *"I appreciate the variety of books that were discussed and the copies that we could check out. It is also very nice to be in a group of "readers" who can discuss these offerings and add recommendations they have read. Also, it is helpful to have the librarians with us in a small group who will go out of their way to offer extra help when we need to find what we are looking for. Thank you."*
  - *"Always enjoy Books at the Beach. Whether it's getting a jump on what the hot reads are for the summer or just sitting by the lakefront and enjoying the wonderful breeze, it's always a good time."*
  - *"I always enjoy these events so much and I appreciate the librarians tremendously."*
- Feedback for Significant Sites: National Register Listings on the North Shore:
  - *"Very informative. I would love to get a list of the buildings."*
  - *"Really well researched, great pictures and trivia facts."*

## Digital Services

### General Feedback

- When three tweens arrived at the Studio with wooden boxes and a Pinterest dream for "...bathing suit boxes," we were ready! Studio specialist Mikayla helped them create a vibrant painting station, complete with glitter and sequins, empowering them to bring their vision to life.



As one exclaimed it was the “...*perfect craft for a rainy day*,” highlighting how the Studio is an ideal space for spontaneous creativity!

- When a lamp post for the townhouses across from the library was damaged over the weekend, a resourceful patron utilized the laser to cut acrylic to successfully repair it. This quick thinking and skillful use of our equipment got the lamp post fixed and functional once again for the community.
- Studio specialist Zoe helped four children and their caregiver create last minute Father’s day gifts, immortalizing precious handprints on engraved wooden keepsakes. It was incredibly rewarding for Zoe to see these heartfelt gifts come to life, leaving the caregiver delighted with the results.



- Studio specialist Zoe recently assisted a young girl in laser-engraving a "clean/dirty" dishwasher toggle, a project so easy, fun, and useful that Zoe decided to add it to her CorelDraw INTRO program. It's a perfect example of how simple ideas can lead to practical and engaging creations.
- “My daughter’s entire class was inspired to make boardgames using the space and the 3D printer!”
- A tween was accompanied to the Studio by his Aunt, who—impressed with the space—said the following: “This is the coolest space ever! I’m so happy that Landry found this space. I can see why he spends so much time at his library. I would too if it was THIS cool when I was his age.”
- “This library brings people together. You know I now get together for lunch with some of the women I’ve met at a Studio program.”
- “While attending my last Grandson’s graduation from New Trier High School, I visited the Studio for my traditional gift of an embroidered beach towel. Stepping into the Studio, I was amazed at the new floor plan built around creative project stations. As a fifteen year veteran of the Studio, I say ‘Wow, job well done!’ So friendly and easy to navigate with the efficiency of the plan and the Studio Manager’s (Laura Munoz) guiding hands. Congratulations on your new creation!”

### Programming

- Feedback for Book Folding Art: “This was the most fun class I’ve ever been to!”
- Feedback for Summer Sun Goddess Wreath:
  - “I’ll never look at cupcake liners the same way. Who knew they could be so pretty as flowers? Well, Annie did!”
  - “I know Annie’s paper source projects will always turn out great and this was no exception. Already hanging on my front door! Thank you!”
  - “Excellent project: fun, creative, and beautiful. It was my ray of sunshine today. Thanks so much!”
  - “Annie Always has come up with very creative crafts and this was no exception. We don’t know where she gets her creativity from, but we are glad she has it. Annie always has a great personality and wonderful sense of humor. We cannot wait until her next craft project.”
- Feedback for Discover What Your Library Card Can Do: “Dennis packed a ton of great information into a short presentation. I’m looking forward to using my newfound information. I would have found it helpful if he had demonstrated a few searches within a few of the categories so that I could follow the tabs you use and the flow of the tabs to get to the information I’m seeking but I know that I can come in and have someone at the library help me with that. I love librarians! Thanks for offering not only this but so many other great programs.”



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

ORDINANCE NO. 2025-2026/1:

AN ORDINANCE DETERMINING TO LEVY AN ADDITIONAL  
TAX OF .02% FOR THE 2025-2026 FISCAL YEAR

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

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

WHEREAS, the Board of Trustees deems it advisable and necessary to levy said special tax for the 2025-2026 fiscal year for the purposes herein before set forth.

NOW, THEREFORE, BE IT ORDAINED AND DETERMINED by the Winnetka-Northfield Public Library District Board of Trustees that for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment, a special tax of .02% of the value of all taxable property in the District, as equalized or assessed, shall be levied for the fiscal year 2025-2026.

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

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

ADOPTED this 21<sup>st</sup> day of July 2025, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT OR NOT VOTING:

APPROVED:

\_\_\_\_\_  
Laura Freechack, President, Board of Trustees  
Winnetka-Northfield Public Library District  
Cook County, Illinois

ATTEST:

\_\_\_\_\_  
Sarah Tegel, Secretary, Board of Trustees  
Winnetka-Northfield Public Library District  
Cook County, Illinois

STATE OF ILLINOIS        )  
                                      ) SS  
COUNTY OF COOK        )

CERTIFICATION OF AUTHENTICITY

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

I do further certify that the attached is a true and correct copy of an Ordinance adopted on the 21<sup>st</sup> day of July 2025, at a meeting of the Board of Trustees of the Winnetka-Northfield Public Library District. I further certify that the Ordinance will be published in a newspaper of general circulation within the District by the 4<sup>th</sup> day of August 2025.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and corporate seal of the Winnetka-Northfield Public Library District, Cook County, Illinois, on this 21<sup>st</sup> day of July 2025.

\_\_\_\_\_  
Sarah Tegel, Secretary  
Board of Trustees  
Winnetka-Northfield Public Library District  
Cook County, IL

(SEAL)

PUBLIC NOTICE

PUBLIC NOTICE is hereby given that, by Ordinance adopted on the 21<sup>st</sup> day of July, 2025, the Board of Trustees of the Winnetka-Northfield Public Library District determined to levy an additional tax of .02% of the value of all the taxable property in the District, as equalized or assessed by the Department of Revenue, for the purchase of sites and buildings, the construction and equipment of buildings, the rental of buildings required for library purposes, and maintenance, repairs and alterations of library buildings and equipment, said tax levy to be effective for the 2025-2026 fiscal year. The text of said Ordinance is set forth below.

The question of levying a .02% tax shall be submitted to the electors of the District if a petition is filed with the Board signed by 1,439 registered voters in the District asking that the question of levying said .02% tax be submitted to the electors of the District. Said petition must be filed within thirty (30) days after publication of this Public Notice. The date of the prospective referendum is March 17, 2026.

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Sarah Tegel, Secretary  
Board of Trustees  
Winnetka-Northfield Public Library District  
Cook County, IL

(SEAL)