

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

**THE MEETING WILL BEGIN AT 7:00 PM AND WILL BE HELD AT THE WINNETKA LIBRARY BRANCH.
INSTRUCTIONS TO JOIN VIRTUALLY POSTED AT WWW.WINNETKALIBRARY.ORG**

AGENDA

Monday, February 20, 2023

- I. Call to Order**
- II. Roll Call**
- III. Public Comments**
- IV. Approval of Minutes**
 - Approval of Minutes of the January 16, 2022 Regular Meeting* (1 min)
- V. Financial Report**
 - January 2023 Financial Statements* (5 mins)
- VI. Library Reports**
 - Director's Report* (10 minutes)
 - Board President's Comments (5 minutes)
- VII. Liaisons to Other Organizations – Reports**
 - Winnetka Village (5 mins)
 - Northfield Village (5 mins)
- VIII. Unfinished Business**
 - Northfield Branch Update [Joe Huberty, Engberg Anderson] (15 mins)
 - Library Park Sign Update (10 mins)
 - Digitization Project Update (3 mins)
 - Website Project Update (5 mins)
- IX. New Business**
 - Discussion and Vote on Photography & Videography Policy* (5 mins)
 - Winnetka Elevator Rehab Project (5 mins)
 - Succession Plan for Officer Roles (10 mins)
- X. Communications**
 - The next regular meeting will be on Tuesday, March 21st at 7 p.m. at the Winnetka Branch

*Attachments

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

**THE MEETING WILL BEGIN AT 7:00 PM AND WILL BE HELD AT THE WINNETKA LIBRARY BRANCH.
INSTRUCTIONS TO JOIN VIRTUALLY POSTED AT WWW.WINNETKALIBRARY.ORG**

XI. Public Comments

XII. Adjourn to Closed Session

• Closed Session

5 ILCS 120/2(c)(5): To consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

XIII. Return to Open Session

XIV. Adjournment

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

January 16, 2023

I. Call to Order

The meeting was held at the Winnetka Library, 768 Oak St, Winnetka, Illinois. President Mitchell called the meeting to order at 7:01 p.m. A quorum was present.

II. Roll Call

Present: Trustees Matt Kinnich, Sarah Munoz, Thomas Sundell, Travis Gosselin, Ranjini Shankar, and Board President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent: Trustee Deborah Vandergrift

Present were library employees Nicola White (Business Services Coordinator), Mark Swenson (Information Technology Manager), and Steve Kline (Digital Services Manager). Present was Joe Huberty from Engberg Anderson. Present was Alex Ross from the Winnetka Caucus. Present was Northfield resident Sue Kelly. Present were Winnetka residents Colleen Campbell, Marc Hecht, and Linda Martin. Present was Studio patron Peggie Martay.

III. Public Comments

Northfield resident Sue Kelly commented on the Studio staffing.

Winnetka resident Colleen Campbell commented on the Studio staffing.

Studio patron Peggie Martay commented on the Studio staffing.

Winnetka resident Marc Hecht commented on the proposed facilities plans.

Winnetka resident Linda Martin commented on the Studio staffing.

IV. Approval of Minutes

- Approve Minutes of the December 12, 2022 Regular Meeting

President Mitchell announced the approval of the December 12, 2022 Regular Meeting Minutes.

V. Financial Report

Director Dombrowski presented the December 2022 Financial Statements.

VI. Library Report

LIBRARY DIRECTOR'S REPORT:

Director Dombrowski presented the December 2022 Director's Report, which is included in the January 2023 Board Packet.

BOARD PRESIDENT'S COMMENTS:

President Mitchell reported:

- The library closed on Library Park in December.

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- President Mitchell reported that the Village of Winnetka discussed updating signage and signage standards.
- *Northfield Village*- Trustee Munoz reported that the updated Village of Northfield signage is coming in 2023 and that construction for the roundabout at Happ, Orchard, and Walnut is planned for 2024. She also reported that the Village is upgrading water systems for businesses and residents and is providing a community solar program. Trustee Munoz also reported that the new bike path will be running right past the Northfield Library.

VIII. Unfinished Business

- *Approval of Minutes of Meetings Lawfully Closed Under the Open Meetings Act*

A MOTION to Approve the Minutes of Meetings Lawfully Closed Under the Open Meetings Act was made by Trustee Gosselin.

The MOTION passed on a voice vote.

- *Approval of Resolution Determining Release of Closed Session Minutes*
A MOTION to Approve the Resolution Determining Release of Closed Session Minutes was made by Trustee Gosselin.

The MOTION passed on a voice vote.

- *Approval of Resolution Approving Destruction of Closed Session Recordings*
A MOTION to Approve the Resolution Approving Destruction of Closed Session Recordings was made by Trustee Mitchell.

The MOTION passed on a voice vote.

- *Revised Facility Plan Presentation & Discussion*
Joe Huberty from Engberg Anderson presented the revised facilities plans.

A MOTION to approve 'Option 4' for the Northfield Library was made by Trustee Gosselin.

ROLL CALL VOTE:

AYES: Trustees Kinnich, Munoz, Sundell, Gosselin, Shankar

ABSENT/ABSTAINING: Trustee Vandergrift

NAYS: 0

MOTION CARRIED

IX. New Business

- *Caucus Presentation*
Alex Ross from the Winnetka Caucus Library Committee presented the planks from the 2022 annual survey.
- *Strategic Planning Quarterly Update*
Director Dombrowski presented the strategic plan updates from the second quarter of the 2022/2023 fiscal year.

X. Communications

- *The next regular meeting will be held on Monday, February 20th at 7 p.m. at the Winnetka Branch.*

XI. Public Comments

Winnetka resident Jeffrey Liss commented on the proposed facilities plans.

XII. Adjournment

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

The MOTION passed on a voice vote and President Mitchell adjourned the meeting at 9:38 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

_____ Melissa Mitchell, President

_____ Thomas Sundell, Secretary

Winnetka-Northfield Public Library District

All Funds Summary

For the 7 Months Ended January 31, 2023

Prorated Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Current Year-to-Date</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Revenues					
Library Fund	4,288,700.00	2,501,741.67	2,319,008.26	54.07 %	(182,733.41)
IMRF Fund	69,805.00	40,719.58	51,193.77	73.34 %	10,474.19
FICA Fund	75,623.00	44,113.42	63,400.94	83.84 %	19,287.52
Building Fund	218,143.00	127,250.08	177,452.18	81.35 %	50,202.10
Unemployment Fund	6.00	3.50	666.91	11,115.17 %	663.41
Total Revenues	<u>4,652,277.00</u>	<u>2,713,828.25</u>	<u>2,611,722.06</u>	<u>56.14 %</u>	<u>(102,106.19)</u>
Expenses					
Library Fund	4,033,378.00	2,352,803.83	2,189,543.01	54.29 %	(163,260.82)
IMRF Fund	20,100.00	11,725.00	43,950.62	218.66 %	32,225.62
FICA Fund	118,308.00	69,013.00	70,745.68	59.80 %	1,732.68
Building Fund	0.00	0.00	138,184.41	0.00 %	138,184.41
Unemployment Fund	1.00	0.58	0.00	0.00 %	(0.58)
Special Reserve Fund	0.00	0.00	316,000.00	0.00 %	316,000.00
Total Expenses	<u>4,171,787.00</u>	<u>2,433,542.42</u>	<u>2,758,423.72</u>	<u>66.12 %</u>	<u>324,881.30</u>
Total Revenues	4,652,277.00	2,713,828.25	2,611,722.06	56.14 %	(102,106.19)
Total Expenses	<u>4,171,787.00</u>	<u>2,433,542.42</u>	<u>2,758,423.72</u>	<u>66.12 %</u>	<u>(324,881.30)</u>
Excess Revenues less Expenses	<u>480,490.00</u>	<u>280,285.83</u>	<u>(146,701.66)</u>	<u>(30.53)%</u>	<u>(426,987.49)</u>

Winnetka-Northfield Public Library District

Library Fund Summary

For the 7 Months Ended January 31, 2023

Prorated Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year-to-Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Operating Revenue					
Property Tax	3,937,220.00	2,296,711.67	1,765,694.67	44.85 %	(531,017.00)
Replacement Tax	33,000.00	19,250.00	70,591.85	213.91 %	51,341.85
Collections	175,480.00	102,363.33	102,527.26	58.43 %	163.93
Materials	7,500.00	4,375.00	3,336.54	44.49 %	(1,038.46)
Other Income	135,500.00	79,041.67	376,857.94	278.12 %	297,816.27
Total Operating Revenue	<u>4,288,700.00</u>	<u>2,501,741.67</u>	<u>2,319,008.26</u>	<u>54.07 %</u>	<u>(182,733.41)</u>
Operating Expenses					
Personnel	2,131,350.00	1,243,287.50	1,064,731.49	49.96 %	(178,556.01)
Administration	261,528.00	152,558.00	173,404.00	66.30 %	20,846.00
Utilities	94,000.00	54,833.33	41,710.12	44.37 %	(13,123.21)
IT Services	225,250.00	131,395.83	142,256.44	63.15 %	10,860.61
Public Relations	47,000.00	27,416.67	16,040.63	34.13 %	(11,376.04)
Library Materials - Adult	509,000.00	296,916.67	289,613.27	56.90 %	(7,303.40)
Library Materials - Youth	83,000.00	48,416.67	38,992.82	46.98 %	(9,423.85)
Programs	87,250.00	50,895.83	48,614.73	55.72 %	(2,281.10)
Capital	595,000.00	347,083.33	374,179.51	62.89 %	27,096.18
Total Operating Expenses	<u>4,033,378.00</u>	<u>2,352,803.83</u>	<u>2,189,543.01</u>	<u>54.29 %</u>	<u>(163,260.82)</u>
Total Revenues	4,288,700.00	2,501,741.67	2,319,008.26	54.07 %	(182,733.41)
Total Expenses	4,033,378.00	2,352,803.83	2,189,543.01	54.29 %	(163,260.82)
Excess Revenues less Expenses	<u>255,322.00</u>	<u>148,937.84</u>	<u>129,465.25</u>	<u>50.71 %</u>	<u>(19,472.59)</u>

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2023

Prorated Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<u>LIBRARY FUND</u>					
Revenues					
Taxes					
Property Taxes Collections	3,916,860.00	2,284,835.00	1,750,006.03	44.68 %	(534,828.97)
Property Taxes Collections-Liability	13,379.00	7,804.42	10,224.07	76.42	2,419.65
Property Taxes Collections-Audit	6,981.00	4,072.25	5,464.57	78.28	1,392.32
Replacement Tax	<u>33,000.00</u>	<u>19,250.00</u>	<u>70,591.85</u>	<u>213.91 %</u>	<u>51,341.85</u>
Total Taxes	<u>3,970,220.00</u>	<u>2,315,961.67</u>	<u>1,836,286.52</u>	<u>46.25 %</u>	<u>(479,675.15)</u>
Collections					
Per Capita Grant	27,280.00	15,913.33	27,250.13	99.89 %	11,336.80
Kenilworth Services	145,000.00	84,583.33	72,554.50	50.04	(12,028.83)
Studio Fees	1,000.00	583.33	774.93	77.49	191.60
Lost/Damaged Mat.	<u>2,200.00</u>	<u>1,283.33</u>	<u>1,947.70</u>	<u>88.53</u>	<u>664.37</u>
Total Collections	<u>175,480.00</u>	<u>102,363.33</u>	<u>102,527.26</u>	<u>58.43 %</u>	<u>163.93</u>
Materials					
Copy/Printing	7,000.00	4,083.33	2,862.06	40.89 %	(1,221.27)
Book Sales	<u>500.00</u>	<u>291.67</u>	<u>474.48</u>	<u>94.90</u>	<u>182.81</u>
Total Materials	<u>7,500.00</u>	<u>4,375.00</u>	<u>3,336.54</u>	<u>44.49 %</u>	<u>(1,038.46)</u>
Other Income					
Checking Interest Income	5,500.00	3,208.33	1,950.08	35.46 %	(1,258.25)
Byline Bank IMA Interest	90,000.00	52,500.00	55,554.15	61.73	3,054.15
Money Market-Interest	19,500.00	11,375.00	1,629.28	8.36	(9,745.72)
Misc. Revenue	0.00	0.00	174.43	0.00	174.43
Gift Fund (over \$100)	500.00	291.67	1,500.00	300.00	1,208.33
Friends Donations	20,000.00	11,666.67	50.00	0.25	(11,616.67)
Transfer from Other Fund	<u>0.00</u>	<u>0.00</u>	<u>316,000.00</u>	<u>0.00</u>	<u>316,000.00</u>
Total Other Income	<u>135,500.00</u>	<u>79,041.67</u>	<u>376,857.94</u>	<u>278.12 %</u>	<u>297,816.27</u>
Total Revenue	<u>4,288,700.00</u>	<u>2,501,741.67</u>	<u>2,319,008.26</u>	<u>54.07 %</u>	<u>(182,733.41)</u>

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 7 Months Ended January 31, 2023

Prorated Budget Percentage Spent: 58.33%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
LIBRARY FUND					
Expenses					
Personnel					
Salaries	1,825,000.00	1,064,583.33	932,757.46	51.11 %	(131,825.87)
Health Insurance	280,000.00	163,333.33	126,141.35	45.05	(37,191.98)
Flu Vaccination	100.00	58.33	0.00	0.00	(58.33)
Employee Asst. Program	500.00	291.67	0.00	0.00	(291.67)
Professional Development	25,000.00	14,583.33	5,622.68	22.49	(8,960.65)
Flexible Spending Account	750.00	437.50	210.00	28.00	(227.50)
Total Personnel	2,131,350.00	1,243,287.50	1,064,731.49	49.96 %	(178,556.01)
Administration					
Audit Fees	12,400.00	7,233.33	12,950.00	104.44 %	5,716.67
Library Supplies	30,000.00	17,500.00	13,234.81	44.12	(4,265.19)
Office Supplies	6,000.00	3,500.00	3,419.42	56.99	(80.58)
Breakroom Supplies	2,200.00	1,283.33	1,828.90	83.13	545.57
Postage	2,500.00	1,458.33	2,172.85	86.91	714.52
Hospitality	500.00	291.67	90.27	18.05	(201.40)
Accounting and Bookkeeping	26,000.00	15,166.67	13,000.00	50.00	(2,166.67)
Legal Notices	3,500.00	2,041.67	667.00	19.06	(1,374.67)
Delivery Service	7,200.00	4,200.00	3,275.00	45.49	(925.00)
Payroll Services	9,000.00	5,250.00	5,032.66	55.92	(217.34)
Liability Insurance Costs	33,128.00	19,324.67	30,726.00	92.75	11,401.33
Board Expenses	1,000.00	583.33	122.93	12.29	(460.40)
Memberships	5,700.00	3,325.00	2,523.39	44.27	(801.61)
Staff Recognition/Events/Meetings	6,000.00	3,500.00	2,744.86	45.75	(755.14)
Legal	15,000.00	8,750.00	15,363.78	102.43	6,613.78
Consultants	45,000.00	26,250.00	35,219.66	78.27	8,969.66
Investment Fees	30,000.00	17,500.00	16,507.47	55.02	(992.53)
HR Consultant	25,900.00	15,108.33	14,475.00	55.89	(633.33)
Miscellaneous	500.00	291.67	50.00	10.00	(241.67)
Total Administration	261,528.00	152,558.00	173,404.00	66.30 %	20,846.00
Utilities					
Electricity	42,000.00	24,500.00	26,034.22	61.99 %	1,534.22
Water	3,000.00	1,750.00	2,355.96	78.53	605.96
Storm Sewer	1,500.00	875.00	896.61	59.77	21.61
Natural Gas	17,000.00	9,916.67	5,497.58	32.34	(4,419.09)
Telephone	16,000.00	9,333.33	205.23	1.28	(9,128.10)
Internet Services	14,500.00	8,458.33	6,720.52	46.35	(1,737.81)
Total Utilities	94,000.00	54,833.33	41,710.12	44.37 %	(13,123.21)
Information Technology					
CCS Operating	83,250.00	48,562.50	56,550.99	67.93 %	7,988.49
Software	63,000.00	36,750.00	48,046.76	76.26	11,296.76
LAN Management	40,000.00	23,333.33	21,874.60	54.69	(1,458.73)
Hardware	2,000.00	1,166.67	683.87	34.19	(482.80)
Technology - Website	15,000.00	8,750.00	1,148.92	7.66	(7,601.08)
Photocopier Leases	22,000.00	12,833.33	13,951.30	63.42	1,117.97
Total Information Technology	225,250.00	131,395.83	142,256.44	63.15 %	10,860.61

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2023

Prorated Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
LIBRARY FUND					
Public Relations					
PR Promotional	11,000.00	6,416.67	2,445.32	22.23 %	(3,971.35)
PR Source/Mailers	25,000.00	14,583.33	11,334.18	45.34	(3,249.15)
PR Supplies	4,000.00	2,333.33	1,725.75	43.14	(607.58)
PR Marketing/Advertising	<u>7,000.00</u>	<u>4,083.33</u>	<u>535.38</u>	<u>7.65</u>	<u>(3,547.95)</u>
Total Public Relations	<u>47,000.00</u>	<u>27,416.67</u>	<u>16,040.63</u>	<u>34.13 %</u>	<u>(11,376.04)</u>
Library Materials - Adult					
Books-Fiction-Adult	82,000.00	47,833.33	42,805.65	52.20 %	(5,027.68)
Books-Non-Fiction-Adult	70,000.00	40,833.33	32,574.95	46.54	(8,258.38)
Periodicals	18,000.00	10,500.00	7,048.57	39.16	(3,451.43)
DVDs-Adult	27,000.00	15,750.00	13,466.23	49.87	(2,283.77)
Audio Books-Adult	10,000.00	5,833.33	4,814.82	48.15	(1,018.51)
Books-Digital	245,000.00	142,916.67	128,805.25	52.57	(14,111.42)
Online Database	55,000.00	32,083.33	60,097.80	109.27	28,014.47
Adult Videogames	<u>2,000.00</u>	<u>1,166.67</u>	<u>0.00</u>	<u>0.00</u>	<u>(1,166.67)</u>
Total Library Materials - Adult	<u>509,000.00</u>	<u>296,916.67</u>	<u>289,613.27</u>	<u>56.90 %</u>	<u>(7,303.40)</u>
Library Materials - Youth					
Books-Fiction-Juv	45,000.00	26,250.00	22,524.89	50.06 %	(3,725.11)
Books-Non-Fiction-Juv	15,000.00	8,750.00	8,062.80	53.75	(687.20)
DVDs-Juv	3,000.00	1,750.00	1,268.91	42.30	(481.09)
Audio Books-Juv	15,000.00	8,750.00	5,343.45	35.62	(3,406.55)
Video Games-Juv	<u>5,000.00</u>	<u>2,916.67</u>	<u>1,792.77</u>	<u>35.86</u>	<u>(1,123.90)</u>
Total Library Materials - Youth	<u>83,000.00</u>	<u>48,416.67</u>	<u>38,992.82</u>	<u>46.98 %</u>	<u>(9,423.85)</u>
Programs					
Reading Programs	10,000.00	5,833.33	4,036.38	40.36 %	(1,796.95)
Programming - Studio	11,750.00	6,854.17	4,653.30	39.60	(2,200.87)
Programming - Youth	25,000.00	14,583.33	14,632.13	58.53	48.80
Programming - Adult	35,000.00	20,416.67	23,920.83	68.35	3,504.16
Studio Maintenance/Repair	<u>5,500.00</u>	<u>3,208.33</u>	<u>1,372.09</u>	<u>24.95</u>	<u>(1,836.24)</u>
Total Programs	<u>87,250.00</u>	<u>50,895.83</u>	<u>48,614.73</u>	<u>55.72 %</u>	<u>(2,281.10)</u>
Capital					
Capital Outlay	240,000.00	140,000.00	327,601.75	136.50 %	187,601.75
Building	195,000.00	113,750.00	9,536.23	4.89	(104,213.77)
Equipment/Furniture	100,000.00	58,333.33	10,430.10	10.43	(47,903.23)
Computer Equipment	<u>60,000.00</u>	<u>35,000.00</u>	<u>26,611.43</u>	<u>44.35</u>	<u>(8,388.57)</u>
Total Capital	<u>595,000.00</u>	<u>347,083.33</u>	<u>374,179.51</u>	<u>62.89 %</u>	<u>27,096.18</u>
Total Expenses	<u>4,033,378.00</u>	<u>2,352,803.83</u>	<u>2,189,543.01</u>	<u>54.29 %</u>	<u>(163,260.82)</u>
Excess Revenues less Expenses	<u>255,322.00</u>	<u>148,937.84</u>	<u>129,465.25</u>	<u>50.71 %</u>	<u>(19,472.59)</u>

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2023

Prorated Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
BUILDING FUND					
Revenues					
Property Taxes Collections-Building	218,143.00	127,250.08	177,452.18	81.35 %	50,202.10
Total Revenue	<u>218,143.00</u>	<u>127,250.08</u>	<u>177,452.18</u>	<u>81.35 %</u>	<u>50,202.10</u>
Expenses					
Northfield Lease	0.00	0.00	34,094.52	0.00 %	34,094.52
Janitorial Supplies	0.00	0.00	5,121.23	0.00	5,121.23
Snow Removal	0.00	0.00	179.00	0.00	179.00
Building Maintenance Service	0.00	0.00	56,000.00	0.00	56,000.00
Elevators	0.00	0.00	4,029.04	0.00	4,029.04
Landscaping	0.00	0.00	8,252.77	0.00	8,252.77
HVAC	0.00	0.00	7,038.90	0.00	7,038.90
Automatic Doors	0.00	0.00	5,681.75	0.00	5,681.75
Roof	0.00	0.00	349.00	0.00	349.00
Alarms	0.00	0.00	2,197.77	0.00	2,197.77
Equipment	0.00	0.00	11,882.43	0.00	11,882.43
Plumbing	0.00	0.00	280.00	0.00	280.00
Electrical	0.00	0.00	1,170.00	0.00	1,170.00
Misc Services	<u>0.00</u>	<u>0.00</u>	<u>1,908.00</u>	<u>0.00</u>	<u>1,908.00</u>
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>138,184.41</u>	<u>0.00 %</u>	<u>138,184.41</u>
Excess Revenues less Expenses	<u>\$ 218,143.00</u>	<u>\$ 127,250.08</u>	<u>\$ 39,267.77</u>	<u>18.00 %</u>	<u>(87,982.31)</u>
IMRF FUND					
Revenues					
Property Taxes Collections-IMRF	69,805.00	40,719.58	51,193.77	73.34 %	10,474.19
Total Revenue	<u>69,805.00</u>	<u>40,719.58</u>	<u>51,193.77</u>	<u>73.34 %</u>	<u>10,474.19</u>
Expenses					
IMRF Expenses	20,100.00	11,725.00	43,950.62	218.66 %	32,225.62
Total Expenses	<u>20,100.00</u>	<u>11,725.00</u>	<u>43,950.62</u>	<u>218.66 %</u>	<u>32,225.62</u>
Excess Revenues less Expenses	<u>\$ 49,705.00</u>	<u>\$ 28,994.58</u>	<u>\$ 7,243.15</u>	<u>14.57 %</u>	<u>(21,751.43)</u>
FICA FUND					
Revenues					
Property Taxes Collections-FICA	75,623.00	44,113.42	63,400.94	83.84 %	19,287.52
Total Revenue	<u>75,623.00</u>	<u>44,113.42</u>	<u>63,400.94</u>	<u>83.84 %</u>	<u>19,287.52</u>
Expenses					

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2023

Prorated Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
FICA FUND					
FICA	<u>118,308.00</u>	<u>69,013.00</u>	<u>70,745.68</u>	<u>59.80 %</u>	<u>1,732.68</u>
Total Expenses	<u>118,308.00</u>	<u>69,013.00</u>	<u>70,745.68</u>	<u>59.80 %</u>	<u>1,732.68</u>
Excess Revenues less Expenses	<u>\$ (42,685.00)</u>	<u>\$ (24,899.58)</u>	<u>\$ (7,344.74)</u>	<u>17.21 %</u>	<u>17,554.84</u>
UNEMPLOYMENT FUND					
Revenues					
Property Taxes Collections-Unemployment	<u>6.00</u>	<u>3.50</u>	<u>666.91</u>	<u>11,115.17 %</u>	<u>663.41</u>
Total Revenue	<u>6.00</u>	<u>3.50</u>	<u>666.91</u>	<u>11,115.17 %</u>	<u>663.41</u>
Expenses					
Unemployment	<u>1.00</u>	<u>0.58</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(0.58)</u>
Total Expenses	<u>1.00</u>	<u>0.58</u>	<u>0.00</u>	<u>0.00 %</u>	<u>(0.58)</u>
Excess Revenues less Expenses	<u>\$ 5.00</u>	<u>\$ 2.92</u>	<u>\$ 666.91</u>	<u>13,338.20 %</u>	<u>663.99</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
ANTHONY SCOPELLITI LANDSCAPING, INC.				3807	01/20/23	<u>(2,826.00)</u>
70-0-5750	Landscaping	To void check #3807	-2,826.00			
Cheryl Rich Heisler				3810	01/31/23	<u>(126.40)</u>
10-0-5732	Staff Recognition/Events/Meetings	Cheryl Rich Heisler	-115.75			
10-0-5732	Staff Recognition/Events/Meetings	Cheryl Rich Heisler	-10.65			
AT&T				3820	01/05/23	<u>341.14</u>
10-0-5176	Internet Services	INV #S663007007-22344	341.14			
Background Screening Consultants LLC				3821	01/05/23	<u>122.00</u>
10-0-5736	Legal	Invoice #21335	122.00			
Book Stall				3822	01/05/23	<u>23.99</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV #447758	23.99			
Chicago Tribune				3823	01/05/23	<u>235.42</u>
10-1-5342	Periodicals-Winnetka	Account #40046140	235.42			
Engberg Anderson, Inc.				3824	01/05/23	<u>768.00</u>
10-0-5743	Consultants	INV #22344600-7	768.00			
EZ Surveying, Inc.				3825	01/05/23	<u>825.00</u>
10-0-5882	Building	INV#2022311-1	825.00			
Happiness Forward LLC				3826	01/05/23	<u>125.00</u>
10-0-5907	Programming - Youth	Program - Hebrew Bilingual Storytime	125.00			
Jo-Ann Stores, LLC				3827	01/05/23	<u>660.00</u>
10-1-5346	Online Database - Winnetka	INV #DMARVA23-508	660.00			
Karla Alba				3828	01/05/23	<u>250.00</u>
10-0-5908	Programming - Adult	Program - Tacos and Tequila	250.00			
Quench USA, Inc.				3829	01/05/23	<u>369.21</u>
10-0-5122	Breakroom Supplies	INV05099921	369.21			
Springshare LLC.				3830	01/05/23	<u>823.00</u>
10-0-5177	Technology - Website	INV #22-R6675	823.00			
Technology Management Rev Fund				3831	01/05/23	<u>450.00</u>
10-0-5176	Internet Services	INV #T2311072	450.00			
Valerie Gugala				3832	01/05/23	<u>200.00</u>
10-0-5908	Programming - Adult	Program - Inaugural Gowns of the First Ladies	200.00			
Amber Mechanical Contractors Inc.				3833	01/20/23	<u>3,039.90</u>
70-0-5752	HVAC	INV #C014343	1,999.50			
70-0-5752	HVAC	INV #W31296	586.80			

Winnetka-Northfield Public Library District

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January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
70-0-5752	HVAC	INV #W31338	453.60			
Animal Quest Entertainment Inc.				3834	01/20/23	<u>200.00</u>
10-0-5907	Programming - Youth	Program - Petting Zoo Deposit	200.00			
Be40Strong				3835	01/20/23	<u>200.00</u>
10-0-5908	Programming - Adult	Program - Exercise with Be40 Strong	200.00			
Book Stall				3836	01/20/23	<u>246.39</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV #448612	201.60			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV #448787	20.80			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV #449597	23.99			
Cheryl Rich Heisler				3837	01/20/23	<u>156.41</u>
10-0-5732	Staff Recognition/Events/Meetings	Mixed metaPours	156.41			
Claire Winnard				3838	01/20/23	<u>12.99</u>
10-0-4150	Lost/Damaged Materials	Replacement Cost Reimbursement	12.99			
Clarence Goodman				3839	01/20/23	<u>250.00</u>
10-0-5908	Programming - Adult	Program - Emancipation to Inauguration	250.00			
Cupello Mechanical				3840	01/20/23	<u>280.00</u>
70-0-5783	Plumbing	INV #2203	280.00			
Esscoe L.L.C.				3841	01/20/23	<u>520.00</u>
10-0-5135	LAN Management	INV #56352	520.00			
Fehr Graham				3842	01/20/23	<u>3,300.00</u>
10-0-5800	Capital Outlay	INV #112780	3,300.00			
Greenfield Consulting, LLC				3843	01/20/23	<u>75.00</u>
10-0-5908	Programming - Adult	Program - Medicare 101	75.00			
Kelly Dull				3844	01/20/23	<u>300.00</u>
10-0-5908	Programming - Adult	Program - Valentine Cookie Decorating	300.00			
Leslie Goddard				3845	01/20/23	<u>300.00</u>
10-0-5908	Programming - Adult	Program - Jacqueline Kennedy	300.00			
Library Furniture International, Inc.				3846	01/20/23	<u>2,856.00</u>
10-0-5884	Equipment/Furniture	INV #8226	2,856.00			
Linden Patio Homes Condominium				3847	01/20/23	<u>537.50</u>
70-0-5799	Misc Services	INV #V-2817	537.50			
Marsha's Music Inc.				3848	01/20/23	<u>200.00</u>
10-0-5907	Programming - Youth	Program - Music and Movement Family Jam	200.00			
Nick Bartholomew				3849	01/20/23	<u>325.00</u>

Winnetka-Northfield Public Library District

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January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5908	Programming - Adult	Program - An Exploration of Severe Weather	325.00			
Peregrine, Stime, Newman, Ritzman & Bruckner, LTD				3850	01/20/23	<u>3,487.50</u>
10-0-5800	Capital Outlay	INV #62286	1,743.75			
10-0-5736	Legal	INV #62286	1,743.75			
Team One Repair, Inc.				3851	01/20/23	<u>211.00</u>
10-0-5120	Library Supplies	INV #1375494	211.00			
Tee Jay Service Company, Inc				3852	01/20/23	<u>300.00</u>
70-0-5755	Automatic Doors	INV #195265	300.00			
True Air				3853	01/20/23	<u>960.00</u>
10-0-5882	Building	INV # 11/7/22	780.00			
10-0-5882	Building	INV # 12/7/22	180.00			
ANTHONY SCOPELLITI LANDSCAPING, INC.				3854	01/20/23	<u>750.00</u>
70-0-5750	Landscaping	Invoice #24391	750.00			
ALARM DETECTION SYSTEMS, INC.				17463	01/06/23	<u>610.59</u>
70-0-5758	Alarms	INV #57525	610.59			
BIBLIOTHECA, LLC				17464	01/06/23	<u>533.43</u>
10-1-5345	Books-Digital-Winnetka	INV-US60533	533.43			
DE LAGE LANDEN FINANCIALSVCS.				17465	01/06/23	<u>1,868.47</u>
10-0-5766	Photocopier Leases	INV #78480368	1,868.47			
DELTA DENTAL PLAN OF ILLINOIS				17466	01/06/23	<u>725.05</u>
10-0-5111	Health Insurance	INV #1634716	725.05			
QUILL CORPORATION				17467	01/06/23	<u>29.88</u>
10-0-5120	Library Supplies	INV #29650217	29.88			
VILLAGE OF WINNETKA				17468	01/06/23	<u>25,842.47</u>
10-0-5111	Health Insurance	INV #2022-00000013	25,842.47			
DEMCO				17469	01/06/23	<u>285.52</u>
10-0-5120	Library Supplies	INV #7234734	285.52			
Ntiva				17470	01/06/23	<u>2,699.20</u>
10-0-5135	LAN Management	INV #195855	2,699.20			
LIBRARIES FIRST (Innovation Experts)				17471	01/06/23	<u>195.00</u>
10-1-5346	Online Database - Winnetka	INV #8510	195.00			
Baker & Taylor				17472	01/06/23	<u>1,342.63</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037144323	152.05			
10-0-5120	Library Supplies	2037144323	44.07			
10-0-5120	Library Supplies	2037145087	40.64			
10-1-5340	Books-Fiction-Adult-Winnetka	2037145087	468.37			
10-2-5340	Books-Fiction-Adult-Northfield	2037145087	54.20			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037144323	583.30			
Midwest Tape				17473	01/06/23	<u>799.48</u>
10-1-5343	DVDs-Adult-Winnetka	502961886	74.22			
10-1-5343	DVDs-Adult-Winnetka	502961887	89.96			
10-1-5343	DVDs-Adult-Winnetka	502968819	11.99			
10-1-5343	DVDs-Adult-Winnetka	502968813	119.96			
10-1-5343	DVDs-Adult-Winnetka	502968816	31.98			
10-0-5120	Library Supplies	502968811	3.98			
10-0-5120	Library Supplies	502968812	1.99			
10-0-5120	Library Supplies	502961889	3.98			
10-0-5120	Library Supplies	502961888	3.98			
10-0-5120	Library Supplies	502968814	3.98			
10-0-5120	Library Supplies	502968813	7.96			
10-0-5120	Library Supplies	502968815	1.99			
10-0-5120	Library Supplies	502968816	3.98			
10-0-5120	Library Supplies	502968819	1.99			
10-0-5120	Library Supplies	502968818	1.99			
10-0-5120	Library Supplies	502968817	1.99			
10-0-5120	Library Supplies	502961887	7.96			
10-0-5120	Library Supplies	502961886	5.97			
10-2-5343	DVDs-Adult-Northfield	502961888	52.48			
10-2-5343	DVDs-Adult-Northfield	502968817	15.99			
10-2-5343	DVDs-Adult-Northfield	502968818	26.24			
10-1-5344	Audio Books-Adult-Winnetka	502961889	89.98			
10-1-5344	Audio Books-Adult-Winnetka	502968812	34.99			
10-1-5344	Audio Books-Adult-Winnetka	502968815	37.99			
10-1-5344	Audio Books-Adult-Winnetka	502968814	81.98			
10-2-5444	Audio Books-Juv-Northfield	502968811	79.98			
Baker & Taylor				17474	01/06/23	<u>2,460.50</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037150202	256.16			
10-1-5440	Books-Fiction-Juv-Winnetka	2037150182	222.59			
10-1-5440	Books-Fiction-Juv-Winnetka	2037151337	24.22			
10-1-5440	Books-Fiction-Juv-Winnetka	2037151338	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	2037151339	27.73			
10-1-5440	Books-Fiction-Juv-Winnetka	2037155010	8.92			
10-1-5440	Books-Fiction-Juv-Winnetka	2037151341	8.24			
10-1-5440	Books-Fiction-Juv-Winnetka	2037143460	88.07			
10-2-5440	Books-Fiction-Juv-Northfield	2037143460	47.99			
10-2-5440	Books-Fiction-Juv-Northfield	2037153826	28.51			
10-2-5440	Books-Fiction-Juv-Northfield	2037151340	9.60			
10-2-5440	Books-Fiction-Juv-Northfield	2037155010	56.40			

Winnetka-Northfield Public Library District

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January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5440	Books-Fiction-Juv-Northfield	2037150182	22.58			
10-0-5120	Library Supplies	2037151339	2.94			
10-0-5120	Library Supplies	2037151338	0.97			
10-0-5120	Library Supplies	2037151337	2.92			
10-0-5120	Library Supplies	2037150182	22.68			
10-0-5120	Library Supplies	2037153826	12.83			
10-0-5120	Library Supplies	2037149633	26.23			
10-0-5120	Library Supplies	2037143460	13.89			
10-0-5120	Library Supplies	2037151340	1.45			
10-0-5120	Library Supplies	2037151341	0.65			
10-0-5120	Library Supplies	2037147863	13.88			
10-0-5120	Library Supplies	2037150202	19.79			
10-0-5120	Library Supplies	2037155010	5.89			
10-0-5120	Library Supplies	2037152861	27.42			
10-1-5340	Books-Fiction-Adult-Winnetka	2037147863	146.17			
10-1-5340	Books-Fiction-Adult-Winnetka	2037149633	67.39			
10-1-5340	Books-Fiction-Adult-Winnetka	2037152861	301.64			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037153826	315.28			
10-2-5340	Books-Fiction-Adult-Northfield	2037152861	116.71			
10-2-5340	Books-Fiction-Adult-Northfield	2037147863	99.96			
10-2-5340	Books-Fiction-Adult-Northfield	2037149633	264.30			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037150202	183.01			
Midwest Tape				17475	01/06/23	<u>903.39</u>
10-1-5343	DVDs-Adult-Winnetka	503035357	11.99			
10-1-5343	DVDs-Adult-Winnetka	503035358	15.74			
10-1-5343	DVDs-Adult-Winnetka	503001854	22.49			
10-1-5343	DVDs-Adult-Winnetka	503001857	44.98			
10-1-5343	DVDs-Adult-Winnetka	503001858	27.99			
10-1-5343	DVDs-Adult-Winnetka	503001861	35.98			
10-1-5343	DVDs-Adult-Winnetka	503001862	74.22			
10-1-5343	DVDs-Adult-Winnetka	503035354	22.49			
10-1-5343	DVDs-Adult-Winnetka	503035355	37.48			
10-1-5343	DVDs-Adult-Winnetka	503001589	108.70			
10-0-5120	Library Supplies	503001852	1.99			
10-0-5120	Library Supplies	503001851	1.99			
10-0-5120	Library Supplies	503001850	3.98			
10-0-5120	Library Supplies	503001589	15.74			
10-0-5120	Library Supplies	503035353	1.99			
10-0-5120	Library Supplies	503035354	1.99			
10-0-5120	Library Supplies	503035356	1.99			
10-0-5120	Library Supplies	503035355	3.98			
10-0-5120	Library Supplies	503035352	2.50			
10-0-5120	Library Supplies	503035350	2.50			
10-0-5120	Library Supplies	503001863	7.96			
10-0-5120	Library Supplies	503001862	9.95			
10-0-5120	Library Supplies	503001855	2.50			
10-0-5120	Library Supplies	503001854	2.50			
10-0-5120	Library Supplies	503001856	1.99			
10-0-5120	Library Supplies	503001857	3.98			

Winnetka-Northfield Public Library District

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January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	503001859	2.50			
10-0-5120	Library Supplies	503001858	2.50			
10-0-5120	Library Supplies	503001860	1.99			
10-0-5120	Library Supplies	503001861	3.98			
10-0-5120	Library Supplies	503035358	1.99			
10-0-5120	Library Supplies	503035357	3.98			
10-2-5343	DVDs-Adult-Northfield	503001850	41.23			
10-2-5343	DVDs-Adult-Northfield	503035356	18.74			
10-2-5343	DVDs-Adult-Northfield	503001863	52.48			
10-2-5343	DVDs-Adult-Northfield	503001860	13.49			
10-2-5343	DVDs-Adult-Northfield	503001859	27.99			
10-2-5343	DVDs-Adult-Northfield	503001856	22.49			
10-2-5343	DVDs-Adult-Northfield	503001855	22.49			
10-1-5344	Audio Books-Adult-Winnetka	503001851	49.99			
10-1-5344	Audio Books-Adult-Winnetka	503001852	49.99			
10-1-5344	Audio Books-Adult-Winnetka	503035350	29.99			
10-1-5344	Audio Books-Adult-Winnetka	503035352	39.99			
10-1-5444	Audio Books-Juv-Winnetka	503035353	47.99			
Baker & Taylor				17476	01/06/23	<u>3,547.89</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037164399	32.38			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037160472	24.99			
10-1-5440	Books-Fiction-Juv-Winnetka	2037163571	100.58			
10-1-5440	Books-Fiction-Juv-Winnetka	2037175282	61.24			
10-2-5440	Books-Fiction-Juv-Northfield	2037163571	66.62			
10-2-5440	Books-Fiction-Juv-Northfield	2037175282	26.11			
10-2-5440	Books-Fiction-Juv-Northfield	2037175299	26.61			
10-0-5120	Library Supplies	2037160472	32.49			
10-0-5120	Library Supplies	2037163571	29.43			
10-0-5120	Library Supplies	2037175282	9.18			
10-0-5120	Library Supplies	2037177033	57.47			
10-0-5120	Library Supplies	2037180462	24.51			
10-0-5120	Library Supplies	2037183052	40.96			
10-0-5120	Library Supplies	2037175299	6.15			
10-0-5120	Library Supplies	2037164399	34.03			
10-0-5120	Library Supplies	2037165254	22.79			
10-0-5120	Library Supplies	2037163464	9.67			
10-1-5340	Books-Fiction-Adult-Winnetka	2037165254	215.36			
10-1-5340	Books-Fiction-Adult-Winnetka	2037160472	366.51			
10-1-5340	Books-Fiction-Adult-Winnetka	2037177033	607.20			
10-1-5340	Books-Fiction-Adult-Winnetka	2037180462	170.15			
10-1-5340	Books-Fiction-Adult-Winnetka	2037183052	53.70			
10-2-5340	Books-Fiction-Adult-Northfield	2037177033	105.03			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5340	Books-Fiction-Adult-Northfield	2037180462	133.49			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037175299	28.03			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037163464	32.92			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037163464	154.07			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037175299	66.04			
10-2-5340	Books-Fiction-Adult-Northfield	2037160472	90.98			
10-2-5340	Books-Fiction-Adult-Northfield	2037165254	60.40			
10-2-5340	Books-Fiction-Adult-Northfield	2037183052	360.53			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037164399	498.27			
Midwest Tape				17477	01/06/23	<u>1,149.28</u>
10-1-5343	DVDs-Adult-Winnetka	503063787	18.74			
10-1-5343	DVDs-Adult-Winnetka	503063788	7.49			
10-1-5343	DVDs-Adult-Winnetka	503063781	23.24			
10-1-5343	DVDs-Adult-Winnetka	503063782	26.24			
10-1-5343	DVDs-Adult-Winnetka	503063785	322.33			
10-1-5343	DVDs-Adult-Winnetka	503063786	165.64			
10-0-5120	Library Supplies	503063782	1.99			
10-0-5120	Library Supplies	503063781	1.99			
10-0-5120	Library Supplies	503063784	19.90			
10-0-5120	Library Supplies	503063783	25.69			
10-0-5120	Library Supplies	503063786	13.93			
10-0-5120	Library Supplies	503063785	37.63			
10-0-5120	Library Supplies	503063788	1.99			
10-0-5120	Library Supplies	503063787	1.99			
10-0-5120	Library Supplies	503059609	1.99			
10-2-5343	DVDs-Adult-Northfield	503063783	220.39			
10-2-5343	DVDs-Adult-Northfield	503063784	218.12			
10-1-5344	Audio Books-Adult-Winnetka	503059609	39.99			
Baker & Taylor				17478	01/06/23	<u>2,832.62</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037177454	85.17			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037183042	260.55			
10-1-5440	Books-Fiction-Juv-Winnetka	2037183118	259.06			
10-2-5440	Books-Fiction-Juv-Northfield	2037183118	59.52			
10-2-5440	Books-Fiction-Juv-Northfield	2037191183	21.46			
10-0-5120	Library Supplies	2037172742	11.08			
10-0-5120	Library Supplies	2037177454	27.11			
10-0-5120	Library Supplies	2037191183	13.03			
10-0-5120	Library Supplies	2037183042	51.10			
10-0-5120	Library Supplies	2037183118	23.00			
10-0-5120	Library Supplies	2037192031	36.01			
10-1-5340	Books-Fiction-Adult-Winnetka	2037172742	137.94			
10-1-5340	Books-Fiction-Adult-Winnetka	2037192031	313.43			

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10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037191183	138.14			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037191183	69.46			
10-2-5340	Books-Fiction-Adult-Northfield	2037172742	15.25			
10-2-5340	Books-Fiction-Adult-Northfield	2037192031	66.58			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037177454	421.85			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037183042	822.88			
Midwest Tape				17479	01/06/23	<u>1,091.13</u>
10-1-5343	DVDs-Adult-Winnetka	503097361	314.09			
10-1-5343	DVDs-Adult-Winnetka	503097365	44.98			
10-1-5343	DVDs-Adult-Winnetka	503097366	20.24			
10-1-5343	DVDs-Adult-Winnetka	503097369	112.46			
10-1-5343	DVDs-Adult-Winnetka	503097370	77.96			
10-0-5120	Library Supplies	503097370	7.96			
10-0-5120	Library Supplies	503097367	1.99			
10-0-5120	Library Supplies	503097366	1.99			
10-0-5120	Library Supplies	503097368	10.46			
10-0-5120	Library Supplies	503097369	14.44			
10-0-5120	Library Supplies	503097360	19.54			
10-0-5120	Library Supplies	503097364	3.98			
10-0-5120	Library Supplies	503097365	3.98			
10-0-5120	Library Supplies	503097362	2.50			
10-0-5120	Library Supplies	503097361	39.44			
10-2-5343	DVDs-Adult-Northfield	503097368	86.22			
10-2-5343	DVDs-Adult-Northfield	503097360	134.94			
10-1-5344	Audio Books-Adult-Winnetka	503097362	39.99			
10-1-5344	Audio Books-Adult-Winnetka	503097367	49.99			
10-1-5444	Audio Books-Juv-Winnetka	503097364	103.98			
Baker & Taylor				17480	01/06/23	<u>2,978.71</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037196672	103.14			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037169050	88.12			
10-1-5440	Books-Fiction-Juv-Winnetka	2037171149	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	2037171150	6.21			
10-1-5440	Books-Fiction-Juv-Winnetka	2037171147	24.97			
10-1-5440	Books-Fiction-Juv-Winnetka	2037196666	133.10			
10-1-5440	Books-Fiction-Juv-Winnetka	2037166147	34.44			
10-1-5440	Books-Fiction-Juv-Winnetka	2037193568	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	2037193566	38.64			
10-1-5440	Books-Fiction-Juv-Winnetka	2037193567	13.46			
10-1-5440	Books-Fiction-Juv-Winnetka	2037202461	152.38			

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10-1-5440	Books-Fiction-Juv-Winnetka	2037211819	130.07			
10-2-5440	Books-Fiction-Juv-Northfield	2037193563	6.74			
10-2-5440	Books-Fiction-Juv-Northfield	2037193564	15.26			
10-2-5440	Books-Fiction-Juv-Northfield	2037193565	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	2037171144	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	2037202461	21.19			
10-2-5440	Books-Fiction-Juv-Northfield	2037211819	74.89			
10-2-5440	Books-Fiction-Juv-Northfield	2037196666	15.06			
10-2-5440	Books-Fiction-Juv-Northfield	2037166147	9.74			
10-2-5440	Books-Fiction-Juv-Northfield	2037171148	10.73			
10-2-5440	Books-Fiction-Juv-Northfield	2037171145	60.67			
10-2-5440	Books-Fiction-Juv-Northfield	2037171146	14.99			
10-0-5120	Library Supplies	2037193565	1.45			
10-0-5120	Library Supplies	2037193564	0.69			
10-0-5120	Library Supplies	2037193563	0.64			
10-0-5120	Library Supplies	2037171146	0.97			
10-0-5120	Library Supplies	2037171145	4.80			
10-0-5120	Library Supplies	2037171148	0.95			
10-0-5120	Library Supplies	2037171147	1.92			
10-0-5120	Library Supplies	2037171150	0.14			
10-0-5120	Library Supplies	2037171149	0.97			
10-0-5120	Library Supplies	2037207872	42.65			
10-0-5120	Library Supplies	2037169050	17.03			
10-0-5120	Library Supplies	2037166147	5.62			
10-0-5120	Library Supplies	2037196666	29.01			
10-0-5120	Library Supplies	2037193568	1.47			
10-0-5120	Library Supplies	2037193567	1.47			
10-0-5120	Library Supplies	2037193566	4.39			
10-0-5120	Library Supplies	2037209691	7.77			
10-0-5120	Library Supplies	2037171144	0.97			
10-0-5120	Library Supplies	2037211819	31.21			
10-0-5120	Library Supplies	2037202461	15.17			
10-0-5120	Library Supplies	2037201225	12.69			
10-0-5120	Library Supplies	2037196672	53.23			
10-1-5340	Books-Fiction-Adult-Winnetka	2037201225	123.03			
10-1-5340	Books-Fiction-Adult-Winnetka	2037209691	125.90			
10-1-5340	Books-Fiction-Adult-Winnetka	2037207872	485.45			
10-2-5340	Books-Fiction-Adult-Northfield	2037201225	37.23			
10-2-5340	Books-Fiction-Adult-Northfield	2037207872	127.63			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037169050	304.23			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037196672	535.60			

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Midwest Tape				17481	01/06/23	<u>628.97</u>
10-1-5343	DVDs-Adult-Winnetka	503128608	145.44			
10-1-5343	DVDs-Adult-Winnetka	503128609	89.96			
10-1-5343	DVDs-Adult-Winnetka	503128610	41.23			
10-1-5343	DVDs-Adult-Winnetka	503128611	38.97			
10-1-5343	DVDs-Adult-Winnetka	503128613	14.99			
10-0-5120	Library Supplies	503128607	7.96			
10-0-5120	Library Supplies	503128606	15.56			
10-0-5120	Library Supplies	503128609	11.94			
10-0-5120	Library Supplies	503128608	23.34			
10-0-5120	Library Supplies	503128612	1.99			
10-0-5120	Library Supplies	503128613	1.99			
10-0-5120	Library Supplies	503128611	5.97			
10-0-5120	Library Supplies	503128610	3.98			
10-0-5120	Library Supplies	503128604	1.99			
10-2-5343	DVDs-Adult-Northfield	503128612	19.49			
10-2-5343	DVDs-Adult-Northfield	503128606	100.46			
10-2-5343	DVDs-Adult-Northfield	503128607	63.72			
10-1-5344	Audio Books-Adult-Winnetka	503128604	39.99			
Baker & Taylor				17482	01/06/23	<u>2,656.19</u>
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037218075	68.12			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037209916	128.31			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037209119	46.92			
10-1-5440	Books-Fiction-Juv-Winnetka	2037216728	210.41			
10-2-5440	Books-Fiction-Juv-Northfield	2037216728	61.13			
10-0-5120	Library Supplies	2037218075	21.72			
10-0-5120	Library Supplies	2037209916	26.45			
10-0-5120	Library Supplies	2037209119	25.80			
10-0-5120	Library Supplies	2037215324	10.21			
10-0-5120	Library Supplies	2037216728	82.45			
10-0-5120	Library Supplies	2037218335	27.43			
10-1-5340	Books-Fiction-Adult-Winnetka	2037218335	168.86			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037215324	150.17			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037215324	148.19			
10-2-5340	Books-Fiction-Adult-Northfield	2037218335	251.69			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037209119	353.69			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037209916	405.16			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037218075	469.48			
Robbins Schwartz				17483	01/13/23	<u>393.75</u>
10-0-5736	Legal	INV#937708	393.75			
MERCHANTS DELIVERY SERVICE				17484	01/13/23	<u>550.00</u>
10-0-5138	Delivery Service	MERCHANTS DELIVERY SERVICE	550.00			
DEMCO				17485	01/13/23	<u>170.43</u>

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10-0-5120	Library Supplies	INV #7235455	170.43			
QUILL CORPORATION				17486	01/13/23	<u>27.26</u>
10-0-5121	Office Supplies	INV #29827449	27.26			
OVERDRIVE INC.				17487	01/13/23	<u>15,373.46</u>
10-1-5345	Books-Digital-Winnetka	INV #01018CP22460911	10,856.33			
10-1-5345	Books-Digital-Winnetka	INV #01018MA22462549	3,904.07			
10-1-5345	Books-Digital-Winnetka	INV #01018MA22461563	613.06			
HR Source				17488	01/13/23	<u>1,235.00</u>
10-0-5745	HR Consultant	INV #17246	1,235.00			
HOOPLA (MIDWEST TAPE)				17489	01/13/23	<u>1,828.25</u>
10-1-5345	Books-Digital-Winnetka	INV #503174444	1,828.25			
Kanopy				17490	01/13/23	<u>745.00</u>
10-1-5345	Books-Digital-Winnetka	INV #329635-PPU	745.00			
Warehouse Direct				17491	01/13/23	<u>584.57</u>
70-0-5725	Janitorial Supplies	INV#5404800-0	584.57			
DD Facility Services				17506	01/27/23	<u>8,179.00</u>
70-0-5740	Snow Removal	INV #0718-0014	179.00			
70-0-5748	Building Maintenance Service	INV #0718-0014	8,000.00			
DE LAGE LANDEN FINANCIALSVCS.				17507	01/27/23	<u>1,868.47</u>
10-0-5766	Photocopier Leases	INV #78773342	1,868.47			
COOPERATIVE COMPUTER SERVICES				17508	01/27/23	<u>20,142.41</u>
10-0-5132	CCS Operating & OCLC	INV #2087	20,142.41			
Warehouse Direct				17509	01/27/23	<u>110.99</u>
70-0-5725	Janitorial Supplies	INV #5416426-0	110.99			
QUILL CORPORATION				17510	01/27/23	<u>92.28</u>
10-0-5121	Office Supplies	INV #30029842	25.99			
10-0-5122	Breakroom Supplies	INV #30212990	66.29			
DELTA DENTAL PLAN OF ILLINOIS				17511	01/27/23	<u>725.05</u>
10-0-5111	Health Insurance	INV #1644716	725.05			
SENSOURCE				17512	01/27/23	<u>198.00</u>
10-0-5134	Software	INV #55015	198.00			
VILLAGE OF NORTHFIELD				17513	01/27/23	<u>5,682.42</u>
70-2-5159	Northfield Lease	INV #1122LIB	5,682.42			
Ntiva				17514	01/27/23	<u>2,699.20</u>
10-0-5135	LAN Management	INV #197770	2,699.20			
CDW-G				17515	01/27/23	<u>1,028.61</u>
10-0-5885	Computer Equipment	INV #FZ54761	1,028.61			
RAILS				17516	01/27/23	<u>193.90</u>
10-0-5134	Software	INV #10300	193.90			

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BIBLIOTHECA, LLC 10-1-5345	Books-Digital-Winnetka	INV# US61404	454.49	17517	01/27/23	<u>454.49</u>
Lauterbach & Amen, LLP 10-0-5131	Accounting and Bookkeeping	INV #74312	1,725.00	17518	01/27/23	<u>1,725.00</u>
ROTARY CLUB OF WINNETKA-NORTHFIELD 10-0-5731	Memberships	Jan-March 2023 Dues	125.00	17519	01/27/23	<u>125.00</u>
Midwest Tape 10-1-5343	DVDs-Adult-Winnetka	503161705	108.71	17520	01/27/23	<u>557.44</u>
10-1-5343	DVDs-Adult-Winnetka	503161707	47.23			
10-1-5343	DVDs-Adult-Winnetka	503161701	10.39			
10-1-5343	DVDs-Adult-Winnetka	503161702	74.21			
10-1-5343	DVDs-Adult-Winnetka	503161704	29.99			
10-1-5343	DVDs-Adult-Winnetka	503161700	67.47			
10-0-5120	Library Supplies	503161700	5.97			
10-0-5120	Library Supplies	503161708	15.92			
10-0-5120	Library Supplies	503161707	3.98			
10-0-5120	Library Supplies	503161705	15.92			
10-0-5120	Library Supplies	503161703	7.78			
10-0-5120	Library Supplies	503161704	3.98			
10-0-5120	Library Supplies	503161702	7.96			
10-0-5120	Library Supplies	503161701	1.99			
10-2-5343	DVDs-Adult-Northfield	503161703	43.48			
10-2-5343	DVDs-Adult-Northfield	503161708	112.46			
Baker & Taylor 10-0-5120	Library Supplies	2037222966	15.62	17521	01/27/23	<u>945.05</u>
10-0-5120	Library Supplies	2037221384	42.73			
10-1-5440	Books-Fiction-Juv-Winnetka	2037222966	214.91			
10-2-5440	Books-Fiction-Juv-Northfield	2037222966	50.69			
10-1-5340	Books-Fiction-Adult-Winnetka	2037221384	371.96			
10-2-5340	Books-Fiction-Adult-Northfield	2037221384	249.14			
Midwest Tape 10-1-5343	DVDs-Adult-Winnetka	503166404	11.24	17522	01/27/23	<u>11.24</u>
Baker & Taylor 10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037234560	26.59	17523	01/27/23	<u>2,574.83</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037224820	291.56			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037234560	26.59			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037224820	160.67			
10-0-5120	Library Supplies	2037231028	22.45			
10-0-5120	Library Supplies	2037231903	4.50			
10-0-5120	Library Supplies	2037232707	29.46			
10-0-5120	Library Supplies	2037209713	2.67			
10-0-5120	Library Supplies	2037229100	20.80			
10-0-5120	Library Supplies	2037224820	18.87			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	2037233992	19.74			
10-0-5120	Library Supplies	2037234560	15.09			
10-0-5120	Library Supplies	2037229669	11.61			
10-1-5440	Books-Fiction-Juv-Winnetka	2037229669	69.69			
10-1-5440	Books-Fiction-Juv-Winnetka	2037233992	92.69			
10-2-5440	Books-Fiction-Juv-Northfield	2037233992	39.25			
10-2-5440	Books-Fiction-Juv-Northfield	2037229669	23.15			
10-1-5340	Books-Fiction-Adult-Winnetka	2037209713	57.60			
10-1-5340	Books-Fiction-Adult-Winnetka	2037231028	251.07			
10-1-5340	Books-Fiction-Adult-Winnetka	2037232707	302.81			
10-1-5340	Books-Fiction-Adult-Winnetka	2037234560	166.64			
10-1-5340	Books-Fiction-Adult-Winnetka	2037229100	177.80			
10-2-5340	Books-Fiction-Adult-Northfield	2037231028	127.63			
10-2-5340	Books-Fiction-Adult-Northfield	2037229100	183.30			
10-2-5340	Books-Fiction-Adult-Northfield	2037234560	112.39			
10-2-5340	Books-Fiction-Adult-Northfield	2037232707	212.68			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037231903	50.57			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037231903	56.96			
Midwest Tape				17524	01/27/23	<u>219.94</u>
10-1-5343	DVDs-Adult-Winnetka	503195375	15.99			
10-1-5343	DVDs-Adult-Winnetka	503195376	33.73			
10-1-5343	DVDs-Adult-Winnetka	503195377	18.39			
10-1-5343	DVDs-Adult-Winnetka	503195378	23.99			
10-1-5343	DVDs-Adult-Winnetka	503196131	52.47			
10-0-5120	Library Supplies	503195375	1.99			
10-0-5120	Library Supplies	503195377	3.98			
10-0-5120	Library Supplies	503195376	3.98			
10-0-5120	Library Supplies	503195379	1.99			
10-0-5120	Library Supplies	503195378	1.99			
10-0-5120	Library Supplies	503196132	1.99			
10-0-5120	Library Supplies	503196131	5.97			
10-2-5343	DVDs-Adult-Northfield	503196132	13.49			
10-1-5344	Audio Books-Adult-Winnetka	503195379	39.99			
Baker & Taylor				17525	01/27/23	<u>2,169.84</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037241106	289.79			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037241106	119.54			
10-0-5120	Library Supplies	2037218799	66.43			
10-0-5120	Library Supplies	2037241106	21.05			
10-0-5120	Library Supplies	2037241788	38.05			
10-0-5120	Library Supplies	2037215870	0.35			
10-0-5120	Library Supplies	2037215869	8.65			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	2037215867	2.93			
10-0-5120	Library Supplies	2037215868	1.45			
10-0-5120	Library Supplies	2037218798	1.45			
10-0-5120	Library Supplies	2037196484	10.40			
10-0-5120	Library Supplies	2037193651	4.81			
10-0-5120	Library Supplies	2037215871	2.11			
10-1-5440	Books-Fiction-Juv-Winnetka	2037218799	654.18			
10-1-5440	Books-Fiction-Juv-Winnetka	2037215868	10.16			
10-1-5440	Books-Fiction-Juv-Winnetka	2037215871	19.85			
10-1-5440	Books-Fiction-Juv-Winnetka	2037193651	31.62			
10-1-5440	Books-Fiction-Juv-Winnetka	2037196484	59.76			
10-2-5440	Books-Fiction-Juv-Northfield	2037218798	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	2037215867	26.98			
10-2-5440	Books-Fiction-Juv-Northfield	2037215869	86.99			
10-2-5440	Books-Fiction-Juv-Northfield	2037215870	9.74			
10-2-5440	Books-Fiction-Juv-Northfield	2037193651	11.29			
10-2-5440	Books-Fiction-Juv-Northfield	2037218799	32.28			
10-1-5340	Books-Fiction-Adult-Winnetka	2037241788	393.45			
10-2-5340	Books-Fiction-Adult-Northfield	2037241788	256.37			
Midwest Tape				17526	01/27/23	<u>830.08</u>
10-1-5343	DVDs-Adult-Winnetka	503218771	22.49			
10-1-5343	DVDs-Adult-Winnetka	503218772	137.93			
10-1-5343	DVDs-Adult-Winnetka	503218774	105.71			
10-1-5343	DVDs-Adult-Winnetka	503218775	37.48			
10-1-5343	DVDs-Adult-Winnetka	503218776	128.95			
10-0-5120	Library Supplies	503218773	13.75			
10-0-5120	Library Supplies	503218772	13.93			
10-0-5120	Library Supplies	503218771	1.99			
10-0-5120	Library Supplies	503218778	3.98			
10-0-5120	Library Supplies	503218777	15.92			
10-0-5120	Library Supplies	503218776	17.91			
10-0-5120	Library Supplies	503218775	3.98			
10-0-5120	Library Supplies	503218774	15.92			
10-2-5343	DVDs-Adult-Northfield	503218777	107.21			
10-2-5343	DVDs-Adult-Northfield	503218773	122.95			
10-1-5344	Audio Books-Adult-Winnetka	503218778	79.98			
Baker & Taylor				17527	01/27/23	<u>2,350.85</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037243238	415.15			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	2037248178	489.22			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037243238	137.76			
10-2-5341	Books-Non-Fiction-Adult-Northfield	2037248178	77.97			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	2037252608	18.74			
10-0-5120	Library Supplies	2037251214	9.51			
10-0-5120	Library Supplies	2037248908	27.07			
10-0-5120	Library Supplies	2037242951	53.26			
10-0-5120	Library Supplies	2037248178	30.57			
10-0-5120	Library Supplies	2037243238	28.09			
10-0-5120	Library Supplies	2037235298	5.16			
10-0-5120	Library Supplies	2037235299	8.86			
10-0-5120	Library Supplies	2037235297	2.94			
10-1-5440	Books-Fiction-Juv-Winnetka	2037235297	28.48			
10-1-5440	Books-Fiction-Juv-Winnetka	2037235299	52.71			
10-1-5440	Books-Fiction-Juv-Winnetka	2037248908	124.79			
10-1-5440	Books-Fiction-Juv-Winnetka	2037242951	315.44			
10-2-5440	Books-Fiction-Juv-Northfield	2037242951	16.13			
10-2-5440	Books-Fiction-Juv-Northfield	2037248908	57.66			
10-2-5440	Books-Fiction-Juv-Northfield	2037251214	12.74			
10-2-5440	Books-Fiction-Juv-Northfield	2037235298	32.04			
10-1-5340	Books-Fiction-Adult-Winnetka	2037252608	213.90			
10-2-5340	Books-Fiction-Adult-Northfield	2037252608	48.02			
10-1-5441	Books-Non-Fiction-Juv-Winnetka	2037251214	50.68			
10-2-5441	Books-Non-Fiction-Juv-Northfield	2037251214	93.96			
NATIONWIDE RETIREMENT SOLUTIONS				17541	01/31/23	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
NATIONWIDE RETIREMENT SOLUTIONS				17542	01/31/23	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
NORTH SHORE GAS				17543	01/31/23	<u>1,291.39</u>
10-1-5174	Natural Gas - Winnetka	NORTH SHORE GAS	1,291.39			
COMCAST				17544	01/31/23	<u>71.95</u>
10-0-5176	Internet Services	COMCAST	71.95			
COMCAST				17545	01/31/23	<u>334.95</u>
10-0-5176	Internet Services	COMCAST	334.95			
NICOR				17546	01/31/23	<u>275.14</u>
10-2-5174	Natural Gas - Northfield	NICOR	275.14			
VILLAGE OF WINNETKA				17547	01/31/23	<u>2,242.06</u>
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	60.60			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	1,794.84			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	51.71			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	79.38			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	69.45			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	22.60			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	28.32			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	2.00			
10-1-5173	Storm Sewer - Winnetka	VILLAGE OF WINNETKA	133.16			
PITNEY BOWES				17548	01/31/23	<u>100.00</u>
10-0-5123	Postage	PITNEY BOWES	100.00			
VILLAGE OF NORTHFIELD				17549	01/31/23	<u>40.42</u>
10-2-5172	Water - Northfield	VILLAGE OF NORTHFIELD	40.42			
First Bankcard				17550	01/31/23	<u>7,191.40</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	MALL - Materials	11.99			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	MALL - Materials	31.67			
10-0-5134	Software	MALL - Virtual event hosting	124.97			
10-0-5134	Software	SWENSON - Creative Cloud Subscription	295.90			
10-0-5134	Software	DOMBROWSKI - WhenIWork Scheduling Software	90.00			
10-0-5134	Software	DOMBROWSKI - Library Zoom Account	14.99			
10-0-5910	Studio Maintenance/Repair	KLINE - Replacement part for embroidery machine	54.07			
10-0-5910	Studio Maintenance/Repair	KLINE - Replacement motherboard for laser	1,191.00			
10-1-5342	Periodicals-Winnetka	MALL - Periodical subscription	78.25			
10-0-5177	Technology - Website	SWENSON - Website hosting and backup	25.00			
10-0-5177	Technology - Website	SWENSON - Video hosting for board meetings	84.00			
10-0-5308	Reading Programs	QUISH - Gift cards for finishers	750.00			
10-0-5723	PR Supplies	QUISH - Yearly planner	16.99			
10-0-5723	PR Supplies	QUISH - Paper for calendars and signs	104.86			
10-0-5723	PR Supplies	QUISH - Sign for closure/hours	160.94			
70-0-5750	Landscaping	MALL - Bird food	44.14			
70-0-5755	Automatic Doors	VOLNY - Sliding Doors Caution Sign	14.25			
10-0-5906	Programming - Studio	MALL - Studio program supplies (Engraved Recipe Card event)	37.39			
10-0-5906	Programming - Studio	KLINE - Storage boxes for filament	25.98			
10-0-5906	Programming - Studio	KLINE - Power adapters for program	35.98			
10-0-5906	Programming - Studio	KLINE - 120 film holder for Epson scanner	15.19			
10-0-5906	Programming - Studio	KLINE - Credit for unshipped stabilizer	-47.95			
10-0-5906	Programming - Studio	KLINE - Tea lights and cardstock for program	25.48			
10-0-5906	Programming - Studio	KLINE - Flash drives and lamination pouches	49.75			
10-0-5906	Programming - Studio	KLINE - Stabilizer for Embroidery	102.85			
10-0-5906	Programming - Studio	KLINE - Wood for laser supplies	242.93			
10-2-5907	MORGAN - coffee filters for snowflake craft	First Bankcard	1.79			
10-0-5724	PR Marketing/Advertising	QUISH - Ad for Shipwrecks program	1.92			
10-0-5731	Memberships	SWENSON - ILA Membership Renewal	200.00			
10-0-5732	Staff Recognition/Events/Meetings	DOMBROWSKI - Plates for Staff Event	41.98			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5732	Staff Recognition/Events/Meetings	DOMBROWSKI - Treats for Quarterly Staff B-Days/Work Anniversaries	119.39			
10-0-5732	Staff Recognition/Events/Meetings	DOMBROWSKI - Staff Birthday Giftcards	90.00			
10-0-5732	Staff Recognition/Events/Meetings	DOMBROWSKI - Giftbags for Staff Holiday Gifts	22.99			
10-0-5732	Staff Recognition/Events/Meetings	DOMBROWSKI - Bereavement Flowers for Staff Member	86.38			
10-0-5732	Staff Recognition/Events/Meetings	DOMBROWSKI - Bereavement Flowers for Staff Member	63.73			
10-1-5340	Books-Fiction-Adult-Winnetka	MALL - Materials	82.45			
10-0-5882	Building	DOMBROWSKI - Plaque for Statue	87.80			
10-0-5884	Equipment/Furniture	DOMBROWSKI - Wall Clock	15.99			
10-0-5884	Equipment/Furniture	DOMBROWSKI - Space Heaters for Study Rooms	127.98			
10-0-5884	Equipment/Furniture	MALL - Clocks	31.98			
10-0-5885	Computer Equipment	MALL - Headphones for public use	23.78			
10-1-5445	Video Games-Juv-Winnetka	KARWOWSKA - Youth Videogames	27.00			
10-1-5445	Video Games-Juv-Winnetka	MALL - Youth Materials	59.99			
10-1-5445	Video Games-Juv-Winnetka	KARWOWSKA - Youth Videogames	97.97			
10-1-5445	Video Games-Juv-Winnetka	KARWOWSKA - Youth Videogames	96.34			
10-2-5445	Video Games- Juv-Northfield	KARWOWSKA - Youth Videogames	26.36			
10-2-5445	Video Games- Juv-Northfield	KARWOWSKA - Youth Videogames	37.99			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	356.51			
10-0-5907	Programming - Youth	MALL - Youth program supplies	42.21			
10-0-5907	Programming - Youth	MORGAN - supplies for outreach at Northfield Park District event	22.58			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	34.44			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	107.36			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	202.46			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	40.92			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	33.35			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	45.99			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	73.98			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	350.00			
10-0-5907	Programming - Youth	KARWOWSKA - Youth Supplies	19.19			
10-0-5121	Office Supplies	MORGAN - repairing youth furniture	9.49			
10-0-5121	Office Supplies	MORGAN - light switch guard	9.95			
10-0-5121	Office Supplies	MORGAN - key rack	10.57			
10-0-5121	Office Supplies	MORGAN - laminating material	47.92			
10-0-5121	Office Supplies	MORGAN - key tags	5.80			
10-0-5908	Programming - Adult	MALL - Program supplies (Great Decisions series)	835.26			
10-0-5908	Programming - Adult	MALL - Program supplies (Cookie Exchange event)	18.99			

Check List Total 162,017.57

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2023 - January 31, 2023

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
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JANUARY 2023 DIRECTOR'S REPORT

Staff Updates

- Anniversaries: Betsy Griebenow 1/4 (6 years), Nancy Stern 1/4 (6 years), Stephanie Gonzalez-Diaz 1/6 (3 years)
- Coming: Paul McDonald was hired as PT Branch Services Librarian and will be joining us on 2/21. Paul comes to us from Northbrook Public Library.
- Promotion: Northfield Library Assistant, Rebecca Ganellen, was promoted to PT Branch Services Librarian. She will begin her new position on 2/13.

General News

- We had 284 patrons finish our Winter Reading Challenge (7% increase over last year).

Finances (Target = 58.33% based on 7 months into our fiscal year)

- We are at 56.14% of our expected operating revenues (rebounding from Cook County shortfall).
- We are at 54.29% of our budgeted operating expenses (below budget).

Programming

Youth

Category	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Programs	55	15	266.67%	374	202	85.15%
Live Attendees	1,332	157	748.41%	7,371	2,953	149.61%
Recording Attendees	0	5	-100.00%	0	28	-100.00%
Passive Programming	2,938	74	3,870.27%	14,662	404	3,529.21%

Highlights

Lunar New Year Celebration	50 patrons came to Northfield to celebrate Lunar New Year with stories, songs, dumplings, calligraphy, and a lion parade! (In-person)
Hebrew Bilingual Storytime	Local author Arianna Brooks read two of her books at Northfield then led 13 patrons through crafts and activities that celebrate the Hebrew language.
Wacky Winter Obstacle Course	59 littles stopped in for some exercise and fun, complete with an ice-breakout!

Adults

Category	23JAN	23JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Programs	13	22	-40.91%	129	122	5.74%
Live Attendees	420	431	-2.55%	3,061	1,845	65.91%
Recording Attendees	678	42	1,514.29%	1,783	133	1,240.60%

Highlights

A Jazzy New Year	19 patrons came to Northfield to enjoy jazz vocal/guitar duo Petra van Nuis and Andy Brown perform songs of renewal and birth to kick off 2023.
Everything Dope About American Comes from Chicago	Historian Shermann "Dilla" Thomas regaled 34 patrons at Winnetka with stories about the innovations that emerged from Chicago.

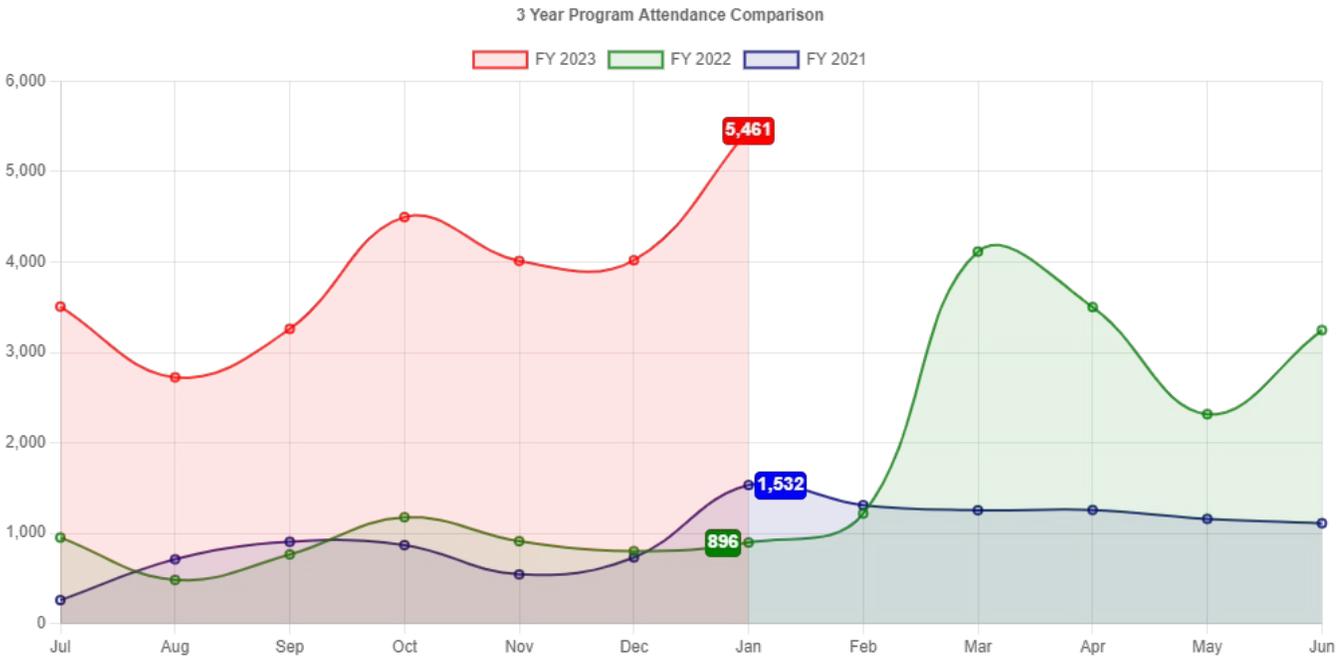
Inaugural Gowns of America's First Ladies	104 patrons attended this virtual lecture about the gowns worn by America's first ladies and their evolution over time.
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Studio (Digital Services)

Category	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
1:1s	78	74	5.41%	647	491	31.77%
Programs	11	9	22.22%	91	66	37.88%
Attendees	93	187	-50.27%	603	620	-2.74%

Highlights

Embossed Rolling Pins	7 Patrons used Corel Draw & the laser engraver to etch a rolling pin that transfers its design onto dough.
Cork Fabric Personal Journal	6 Patrons used sewing machines, the laser, and fabric made from cork to create unique, customized journals.



Community Engagement (Outreach)

Category	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Youth Events	2	0	n/a	17	12	41.67%
Adult Events	3	2	50.00%	13	6	116.67%
Family Events	n/a	0	n/a	14	17	-17.65%
TOTAL	5	2	150.00%	44	35	25.71%
Youth Attendance	151	n/a	n/a	719	773	-6.99%
Adult Attendance	74	13	469.23%	169	35	382.86%
Family Attendance	n/a	0	n/a	1,383	1,011	36.80%
TOTAL	225	13	1,630.77%	2,271	1,819	24.85%

Notable Events: Best Books of 2022 (Partnership with the Book Stall), Alliance for Early Childhood Education's "Let's Play! Cardboard Design Experience" (see photos below)

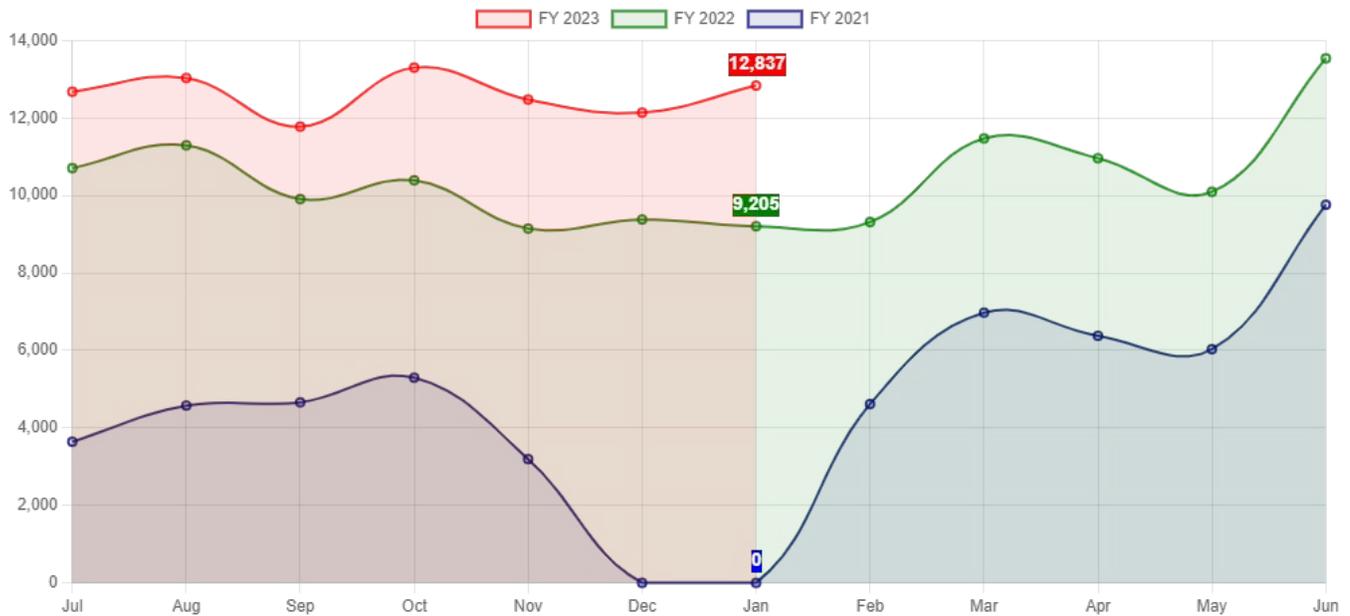


Services

Visitors

Location	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka In-Person	9,152	6,249	46.46%	62,543	49,100	27.38%
Northfield In-Person	3,354	2,558	31.13%	23,351	19,163	21.85%
TOTAL IN-PERSON	12,506	8,807	42.00%	85,894	68,263	25.83%
Virtual Visitors	331	398	-16.83%	2,349	1,770	32.71
TOTAL VISITORS	12,837	9,791	31.11%	95,290	72,781	30.93%

3 Year People Counter Comparison



Email Reach

23JAN Subscribers	% of Cardholders	22JAN Subscribers	Open Rate	Click Rate
10,515	116.18%	10,322	54%	1%

*Industry averages for not-for-profits = 39% Open Rate, 1% Click Rate

Cardholder Penetration

Activity	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
New Cards	92	62	48.39%	724	563	28.60%
Community	23JAN	22JAN	Mo. % +/-	23JAN %POP	22DEC %POP	% Change
Winnetka	6,309	5,978	5.54%	49.51%	46.91%	2.60%
Northfield	2,347	2,032	15.50%	40.81%	35.33%	5.48%
TOTAL DISTRICT	8,656	8,010	8.06%	46.80%	43.31%	3.49%
Kenilworth	395	327	20.80%	15.71%	13.01%	2.70%

Website Reach/App Usage

Activity	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Website Visits	9,429	8,769	7.53%	61,092	58,274	4.84%
Unique Visitors	6,090	5,206	16.98%	39,889	36,119	10.44%

Patron Interactions

Category	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Adult	2,113	2,344	-9.85%	14,553	17,544	-17.05%
Youth	773	426	81.46%	4,712	3,327	41.63%
Digital Services	130	182	-28.57%	1,039	1,094	-5.03%
TOTAL	3,016	2,962	2.17%	20,304	21,965	-7.56%

Public Computer Usage

Location	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	427	310	37.74%	3,023	2,905	4.06%
Northfield	223	169	31.95%	1,529	1,288	18.71%
TOTAL	650	479	35.70%	4,552	4,193	8.56%

Hotspot Usage

Location	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka Sessions	17,902	25,106	-28.69%	155,524	143,763	8.18%
Northfield Sessions	4,655	4,299	8.28%	29,883	32,608	-8.37%
TOTAL	22,557	29,405	-23.29%	185,404	176,371	5.12%
Winnetka Bandwidth	519GB	336GB	54.64%	3,508GB	2,170GB	61.66%
Northfield Bandwidth	87GB	47GB	86.40%	533GB	607GB	-12.06%
TOTAL	606GB	383GB	58.52%	4,042GB	2,777GB	45.55%

Collections

MTD TOTAL PHYSICAL CIRCULATION

23JAN Physical Circulation	22JAN Physical Circulation	Net Change
31,111	28,317	9.87%

YTD TOTAL PHYSICAL CIRCULATION

FY22-23 YTD Physical Circulation	FY21-22 YTD Physical Circulation	Net Change
220,211	203,238	8.35%

PHYSICAL ADULT (BY LOCATION)

Location	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	10,315	9,978	3.38%	67,093	67,796	-1.04%
Northfield	3,764	4,062	-7.34%	28,475	28,197	0.99%

PHYSICAL YOUTH (BY LOCATION)

Location	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Winnetka	13,717	11,510	19.17%	97,656	83,383	17.12%
Northfield	3,315	2,767	19.80%	26,987	23,862	13.10%

PHYSICAL MISCELLANEOUS

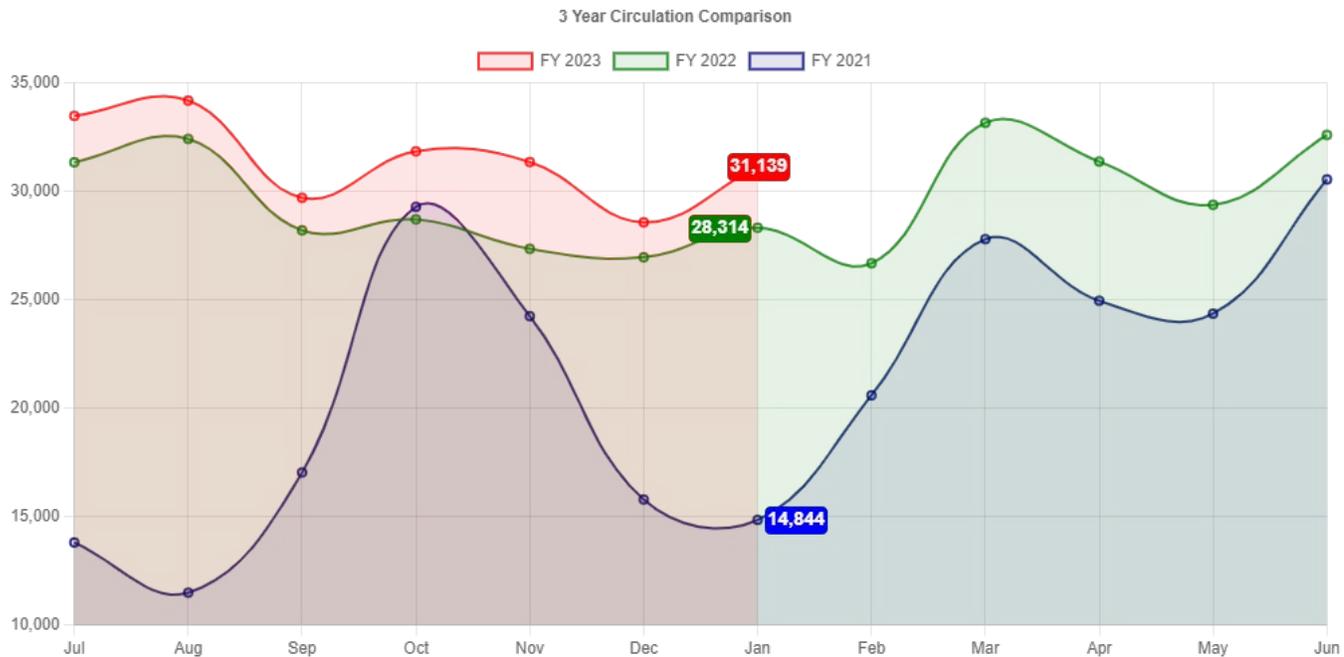
Lending Type	23JAN	22JAN	Mo. & +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Kenilworth Patrons	1,047	1,234	-15.15%	7,692	10,833	-28.99%
Borrowed from Other Libraries	1,939	2,185	-11.26%	11,830	13,001	-9.01%

PHYSICAL ADULT (BY TYPE)

Material Type	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Books	8,542	8,515	0.32%	60,274	59,952	0.54%
Book - Fiction	4,602	4,458	3.23%	34,087	33,718	1.09%
Book - Nonfiction	3,940	4,057	-2.88%	26,187	26,234	-0.18%
Audiobook - CD	237	267	-11.24%	2,076	2,167	-4.20%
Music CD	73	139	-47.48%	894	884	1.13%
Playaway	35	38	-7.89%	361	412	-12.38%
DVD/Blu-Ray	2,958	3,268	-9.49%	19,585	21,316	-8.12%
Magazine	229	172	33.14%	1,432	1,352	5.92%
Videogame	47	29	62.07%	208	172	20.93%
Computing Device	5	12	-58.33%	28	71	-60.56%
Library of Things	25	0	n/a	1390	0	n/a
Other	0	2	-100.00%	65	22	195.45%
Non-CCS ILL	44	31	41.94%	258	258	0.00%
Sent Out	1,884	1,567	20.23%	10,248	9,387	9.17%
TOTAL	14,079	14,040	0.28%	95,568	95,993	-0.44%

PHYSICAL YOUTH (BY TYPE)

Material Type	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
Books	12,516	12,713	-1.55%	94,558	94,656	-0.10%
Book - Fiction	10,577	10,613	-0.34%	80,641	81,737	-1.34%
Book - Nonfiction	1,939	2,100	-7.67%	13,917	12,919	7.73%
Audiobook - CD	14	30	-53.33%	149	388	-61.60%
Music CD	8	55	-85.45%	98	223	-56.05%
Playaway	155	165	-5.49%	1,559	1,380	12.97%
DVD/Blu-Ray	958	775	23.61%	7,058	7,038	0.28%
Magazine	7	7	0.00%	109	7	1,457.14%
Videogame	268	210	27.62%	1,639	1,072	52.89%
Computing Device	0	0	-	0	6	-100.00%
Vox Reader	324	206	57.28%	2,057	1,383	48.73%
STEAM Kits	30	39	-23.08%	173	220	-21.36%
Early Literacy Kits	28	0	n/a	158	0	n/a
Other	114	78	8.97%	607	872	-30.39%
In-House Circulation	2,639	0	n/a	16,478	0	n/a
TOTAL	17,061	14,277	19.30%	124,643	107,245	16.22%

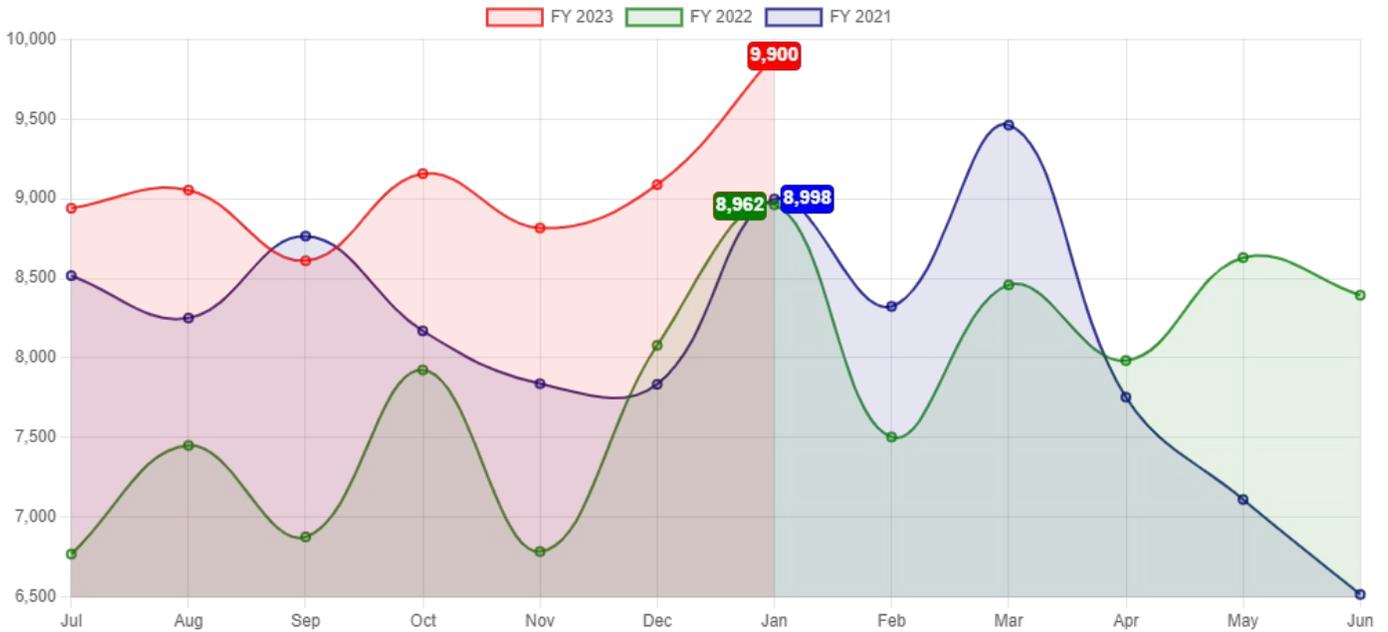


DIGITAL CIRCULATION

Material Type	23JAN	22JAN	Mo. % +/-	FY22-23 YTD	FY21-22 YTD	FY % +/-
eBooks	4,515	4,314	4.66%	28,644	24,920	14.94%
eAudiobooks	3,354	2,755	21.74%	21,589	17,042	26.68%
eMagazines	1,563	1,293	20.88%	10,234	7,349	39.26%
eVideos	397	547	-27.42%	2,835	3,280	-13.57%
eMusic	71	53	33.96%	263	258	1.94%
TOTAL	9,900	8,962	10.47%	63,565	52,849	20.28%

Note: We set a new record in eResource usage this month!

3 Year eResource Comparison

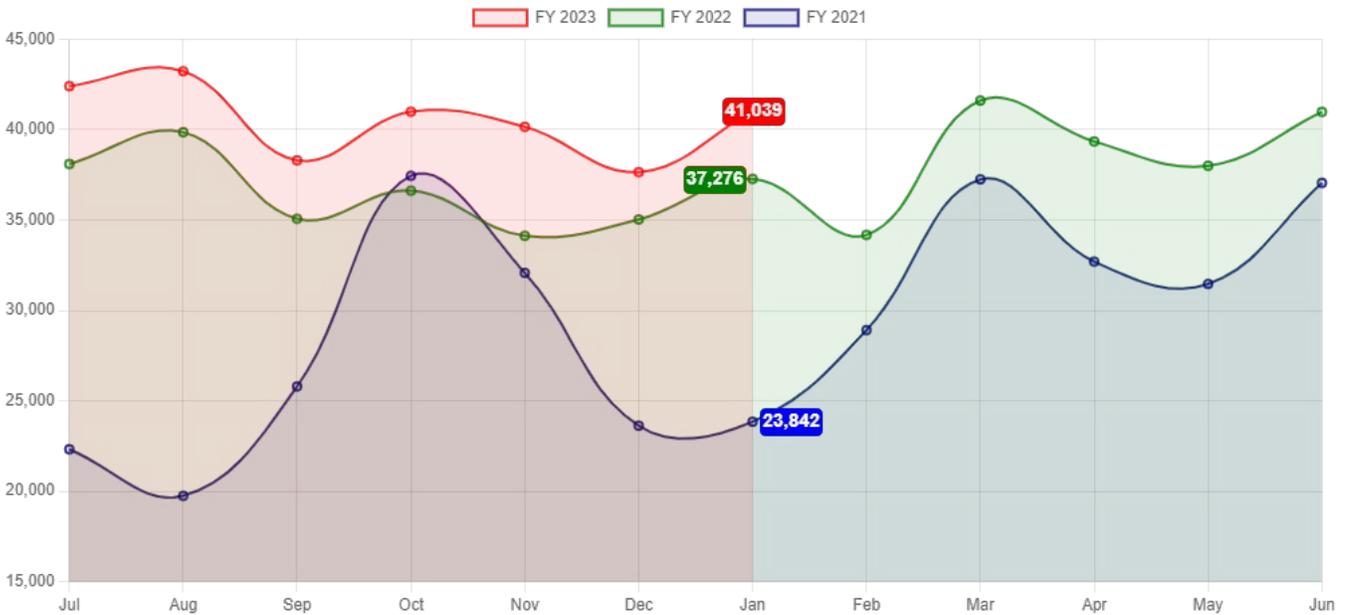


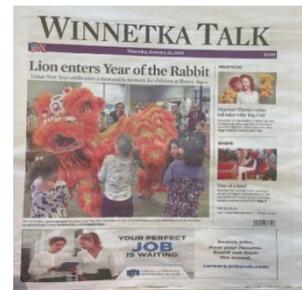
TOTAL DISTRICT CIRCULATION

23JAN District Circulation	22JAN District Circulation	Net Change
41,011	37,279	10.01%

FY22-23 YTD District Circulation	FY21-22 YTD District Circulation	Net Change
283,776	256,087	10.81%

3 Year Combined Circulation Comparison





Impact Stories

• Northfield

- Staff made the cover of the Winnetka Talk for their Lunar New Year Celebration. Included was a photo of Librarian Amelia and Library Assistant Stephanie dressed up and performing the lion dance!
- Feedback on A Jazzy New Year: *"This is the first event I've attended at the Northfield Library. I loved the coziness of the room and thought the acoustics were amazing considering that it isn't designed as a music room."*
- Feedback on Eleanor Roosevelt: *"Wonderful presentation! Please have the presenter back for another."*

• Youth Services

- A mom came in late one evening and asked for books to help her explain death to her child, as she was at a loss as to how to begin the conversation. Librarian Maddy helped her find some books and the patron said she was glad we were here for her and that it was nice to have someone to talk to about this difficult topic.
- Feedback on our Vox books collection: *"VOX Books are our calming secret weapon at home. Thank you having so many of these books."*
- General Feedback: *"We're library hoppers, and this library is our absolute favorite. We come every Saturday and don't know where we'd be without libraries in our lives."*
- General Feedback: *"We're new to the area and are just so thrilled to have so many things to bring our toddler to. Thank you for having all these different programs available and being so welcoming to us."*
- General Feedback: *"My kids don't have any after school programs; instead, we come to the library!"*

• Adult Services

- Staff helped a patron use a conference room and library laptop to provide witness testimony virtually for a court case.
- Feedback on Chair Yoga: *"I am a 'groupie' for Isable Raci. Her library presentations during the lock-down have been a life saver. I literally would not have had any motivation or exercise if not for Isabel."*
- Feedback on Best Books of 2022: *"I loved the collaboration between WNPL and the Book Stall. I had been looking forward to the event and was not disappointed. I came away from last night with a new list of books to check out from the library. Thank you for putting this together. I had a very good time and learned quite a bit about books I would not otherwise have looked at. Please keep events like this coming!"*
- Feedback on Everything Dope About America Comes from Chicago: *"This was phenomenal. Dilla was simply captivating and provided incredible historical context. Please keep doing what you're doing, bringing diverse voices to the north shore to expand the worldview of mostly white patrons. Y'all are doing great work!"*
- Feedback on Inaugural Gowns of America's First Ladies: *"Thank you so much for still having virtual presentations. You have some interesting programs coming up. I have signed up for quite a few."*
- Feedback on our Technology Classes, taught by George Lowman: *"The classes that George Lowman teaches are terrific. His explanations are clear and are presented in easy-to-follow sequences. He provides a friendly atmosphere and readily answers any questions the viewers may have. A TRUE TEACHER!!!"*

- Digital Services- General feedback: *"We are so lucky we have this place down here. I just bring stuff from home, like wooden spoons, and just make them....better!"*
- Customer Relations- A patron who came in looking for a book and was helped by the CR team said he loves coming to the library because *"...you always find what I need and if you don't have it on your shelves, you perform your library magic and pull it from thin air! Thank you for saving me money and bookshelf space!"*

Public Photography & Videos

The library is a public facility and as such, members of the public may take photographs or videos in all public areas of the library and on library grounds provided they do not impede or disturb others' use of the library or interfere with normal library operations. If specialized equipment is required (such as tripods or lights), requests must be made to the Administration office (bizoffice@winnetkalibrary.org) at least 24 hours in advance. Equipment may not block walkways, obstruct views, or create hazards of any kind.

Taking photographs or filming copyrighted (or otherwise protected) materials for the purpose of redistribution without the express permission of the copyright (or other) holder is prohibited.

Commercial photography and videography may be permitted if the project does not interfere with the mission of the library and complies with the rest of this policy. When permitted, the library will charge a fee to offset costs incurred to provide access to the facility. All commercial requests should be sent to the Administration office (bizoffice@winnetkalibrary.org) at least one week in advance.

Library Photography & Videos

Library staff use photographs and videos to help convey the story of the library's impact on the community. Attendance at our programs and events constitutes consent to be photographed and/or filmed for use in our promotional materials (including social media platforms). Names and personally identifying information will not be used without the express permission of the subject or the subject's parent, legal guardian, or caregiver. Participants (or their legal representatives on their behalf) may opt out of being photographed or filmed by informing the staff member coordinating the program or event.

Performer Photography & Videos

Performers wishing to bring in professional equipment to record their performance must email their request to the Administration office (bizoffice@winnetkalibrary.org) at least one week in advance. The Library Director will determine whether to grant the request and if so, where the equipment shall be placed. The library will assume no liability for the damage/destruction of any equipment brought in by outside performers. A certificate of liability insurance listing the Library as an additional insured is required for any recordings that are permitted by the Library.

Library Board Meetings

Pursuant to Section 120/2.05 of the Illinois Open Meetings Act (5 ILCS 120/1 et seq.), any person may record the proceedings of the Board of Trustees and other meetings required by the Act to be open to the public. The recordings may be made by audio, video, or other means and shall not disrupt the meeting or create a safety hazard.

Liability

Members of the public taking photographs or videos are solely responsible for any injuries to persons or damages to property that result from their activities on library property. They also have to sole responsibility for obtaining all necessary releases and permissions required by law from persons who can be identified in any photograph or video or for copyrighted materials.

The library reserves the right to ask any individual or group violating this policy to cease taking photographs or videos in the library.