

**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, April 18, 2022

- I. Call to Order**
- II. Roll Call**
- III. Public Comments**
- IV. Approval of Minutes**
 - Approval of Minutes of the March 21, 2022 Regular Meeting* (3 mins)
- V. Financial Report**
 - March 2022 Financial Statements* (5 mins)
- VI. Library Reports**
 - Director's Report* (15 minutes)
- VII. Liaisons to Other Organizations – Reports**
 - Winnetka Village [Trustee Mitchell] (5 mins)
 - Northfield Village [Trustee Munoz] (5 mins)
- VIII. Unfinished Business**
 - Committees & Assignments (10 mins.)
 - Update on selection of Facility Feasibility Study firm (3 mins.)
- IX. New Business**
 - Stats comparison in Board Report (10 mins.)
 - Conversion of May 2nd Study Session to Finance Committee Meeting (5 mins.)
 - Q3 Strategic Planning Update (10 mins.)
- X. Communications**
 - The next regular meeting will be held on Monday, May 16th at 7 p.m. at the Winnetka Branch
 - The Finance Committee will meet on Monday, May 2nd at 7pm 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. Vote to Explore/Pursue Acquisition of Library Park

XV. Adjournment

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

March 21, 2022

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 7:03 p.m. A quorum was present.

II. Roll Call

Present: Trustees Sarah Munoz, Deborah Vandergrift, Todd Van Neck, Thomas Sundell, Katherine Casale MacNally, Travis Gosselin, and President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent:

Present were library employees Nicola White (Business Services Coordinator) and Mark Swenson (Information Technology Manager). Present were Megan Panje-Wilson and Dawn Livingston from the District 36 School Board. Present were John Peterson and Costa Kutulas from the Winnetka Park District. Present was Alex Ross from the Winnetka Caucus. Present was Winnetka resident Jeffrey Liss.

III. Public Comments

No public comments.

IV. Approval of Minutes

- Approve Minutes of the February 21, 2022 Regular Meeting

President Mitchell announced the approval of the February 21, 2022 Regular Meeting Minutes.

V. Financial Report

Director Dombrowski and Trustee Vandergrift presented the February 2022 Financial Statements.

VI. Library Report

LIBRARY DIRECTOR'S REPORT:

Director Dombrowski presented the February 2022 Director's Report, which is included in the March 2022 Board Packet.

VII. Liaisons to Other Organizations-Reports

- *Winnetka Village-* President Mitchell reported that the Village of Winnetka has begun talking about the summer music festival and outdoor dining. She also reported that there will be a new development on the corner of Cherry Street and Linden Street. Trustee Casale MacNally reported that the Winnetka Caucus Council Town Hall meeting will be held on April 5, 2022 at 7 p.m. She also reported that the block of Chestnut Street in front of the Post Office is currently closed for street work.
- *Northfield Village-* Trustee Munoz reported that the Village of Northfield is looking into updating their signage.

VIII. Unfinished Business

- *Committees & Assignments*
The Board discussed including facilities as part of the finance committee. President Mitchell will follow up with the trustees this month on their preferences.

IX. New Business

- *Update re: District 36 Downsized Capital Improvement Plan*
Megan Panje-Wilson and Dawn Livingston presented the District 36 Downsized Capital Improvement Plan.
- *Presentation re: Library Park*
John Peterson and Costa Kutulas presented the Park District’s intent to sell Library Park land to help afford the Winnetka Waterfront 2030 Master Plan, with the offer that the Library District have first option to purchase the parcel.
- *Discussion on Facility Feasibility Proposals*
Director Dombrowski reported that as part of the strategic plan, the library will be assessing both facilities for ongoing suitability for current and future space needs. The Board reviewed the proposals from Dewberry and Engberg Anderson.

A MOTION was made by Trustee Vandergrift to approve the expenditure of funds to hire either firm to conduct a Facility Feasibility Study.

ROLL CALL VOTE:

AYES: Trustees Van Neck, Sundell, Casale MacNally, Gosselin,
Vandergrift, and Munoz

NAYS:

ABSENT/ABSTAINING:
MOTION CARRIED

X. Communications

- *The next regular meeting will be held on Monday, April 18th at 7 p.m. at the Winnetka Library.*

XI. Public Comments

Winnetka resident Jeffrey Liss commented on the facility feasibility studies.

XII. Adjournment

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

President Mitchell adjourned the meeting at 8:58 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

_____ Melissa Mitchell, President

_____ Thomas Sundell, Secretary

Winnetka-Northfield Public Library District

All Funds Summary

For the 9 Months Ended March 31, 2022

Ideal Budget Percentage Spent: 75.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Current Year-to-Date</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Revenues					
Library Fund	4,021,186.25	3,015,889.69	3,889,818.79	96.73 %	873,929.10
IMRF Fund	176,750.00	132,562.50	172,427.52	97.55 %	39,865.02
FICA Fund	131,300.00	98,475.00	128,089.06	97.55 %	29,614.06
Building Fund	403,994.00	302,995.50	394,114.22	97.55 %	91,118.72
Unemployment Fund	2,020.00	1,515.00	1,970.61	97.55 %	455.61
Total Revenues	<u>4,735,250.25</u>	<u>3,551,437.69</u>	<u>4,586,420.20</u>	<u>96.86 %</u>	<u>1,034,982.51</u>
Expenses					
Library Fund	3,859,150.00	2,894,362.50	3,044,219.18	78.88 %	149,856.68
IMRF Fund	102,750.00	77,062.50	78,598.42	76.49 %	1,535.92
FICA Fund	133,000.00	99,750.00	87,567.34	65.84 %	(12,182.66)
Building Fund	320,000.00	240,000.00	181,758.40	56.80 %	(58,241.60)
Unemployment Fund	10.00	7.50	0.00	0.00 %	(7.50)
Total Expenses	<u>4,414,910.00</u>	<u>3,311,182.50</u>	<u>3,392,143.34</u>	<u>76.83 %</u>	<u>80,960.84</u>
Total Revenues	4,735,250.25	3,551,437.69	4,586,420.20	96.86 %	1,034,982.51
Total Expenses	<u>4,414,910.00</u>	<u>3,311,182.50</u>	<u>3,392,143.34</u>	<u>76.83 %</u>	<u>(80,960.84)</u>
Excess Revenues less Expenses	<u>320,340.25</u>	<u>240,255.19</u>	<u>1,194,276.86</u>	<u>372.82 %</u>	<u>954,021.67</u>

Winnetka-Northfield Public Library District

Library Fund Summary

For the 9 Months Ended March 31, 2022

Ideal Budget Percentage Spent: 75.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year-to-Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Operating Revenue					
Property Tax	3,786,490.00	2,839,867.50	3,693,890.50	97.55 %	854,023.00
Replacement Tax	30,000.00	22,500.00	42,406.30	141.35 %	19,906.30
Collections	130,196.25	97,647.19	124,542.41	95.66 %	26,895.22
Materials	6,500.00	4,875.00	5,200.82	80.01 %	325.82
Other Income	<u>68,000.00</u>	<u>51,000.00</u>	<u>23,778.76</u>	<u>34.97 %</u>	<u>(27,221.24)</u>
Total Operating Revenue	<u>4,021,186.25</u>	<u>3,015,889.69</u>	<u>3,889,818.79</u>	<u>96.73 %</u>	<u>873,929.10</u>
Operating Expenses					
Personnel	1,871,100.00	1,403,325.00	1,349,681.67	72.13 %	(53,643.33)
Administration	197,400.00	148,050.00	141,983.66	71.93 %	(6,066.34)
Utilities	91,400.00	68,550.00	54,836.82	60.00 %	(13,713.18)
IT Services	163,000.00	122,250.00	100,111.12	61.42 %	(22,138.88)
Public Relations	43,000.00	32,250.00	31,992.93	74.40 %	(257.07)
Library Materials - Adult	519,000.00	389,250.00	406,999.72	78.42 %	17,749.72
Library Materials - Youth	75,000.00	56,250.00	54,592.54	72.79 %	(1,657.46)
Programs	69,250.00	51,937.50	53,920.94	77.86 %	1,983.44
Capital	<u>830,000.00</u>	<u>622,500.00</u>	<u>850,099.78</u>	<u>102.42 %</u>	<u>227,599.78</u>
Total Operating Expenses	<u>3,859,150.00</u>	<u>2,894,362.50</u>	<u>3,044,219.18</u>	<u>78.88 %</u>	<u>149,856.68</u>
Total Revenues	4,021,186.25	3,015,889.69	3,889,818.79	96.73 %	873,929.10
Total Expenses	<u>3,859,150.00</u>	<u>2,894,362.50</u>	<u>3,044,219.18</u>	<u>78.88 %</u>	<u>149,856.68</u>
Excess Revenues less Expenses	<u>162,036.25</u>	<u>121,527.19</u>	<u>845,599.61</u>	<u>521.86 %</u>	<u>724,072.42</u>

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 9 Months Ended March 31, 2022

Ideal Budget Percentage Spent: 75.00%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
<u>LIBRARY FUND</u>					
Revenues					
Taxes					
Property Taxes Collections	3,786,490.00	2,839,867.50	3,693,890.50	97.55 %	854,023.00
Replacement Tax	30,000.00	22,500.00	42,406.30	141.35 %	19,906.30
Total Taxes	3,816,490.00	2,862,367.50	3,736,296.80	97.90 %	873,929.30
Collections					
Per Capita Grant	21,696.25	16,272.19	27,232.58	125.52 %	10,960.39
Kenilworth Services	105,000.00	78,750.00	94,660.70	90.15	15,910.70
Studio Fees	1,000.00	750.00	701.17	70.12	(48.83)
Lost/Damaged Mat.-Winnetka	2,500.00	1,875.00	1,947.46	77.90	72.46
Library Programs - Winnetka	0.00	0.00	0.50	0.00	0.50
Total Collections	130,196.25	97,647.19	124,542.41	95.66 %	26,895.22
Materials					
Copy/Printing - Winnetka	5,000.00	3,750.00	4,895.88	97.92 %	1,145.88
Book Sales - Winnetka	1,500.00	1,125.00	304.94	20.33	(820.06)
Total Materials	6,500.00	4,875.00	5,200.82	80.01 %	325.82
Other Income					
Checking Interest Income	5,000.00	3,750.00	3,974.09	79.48 %	224.09
Byline Bank IMA Interest	45,000.00	33,750.00	3,650.07	8.11	(30,099.93)
Change on Investment Value	0.00	0.00	(516.12)	0.00	(516.12)
Money Market-Interest	0.00	0.00	14,629.15	0.00	14,629.15
Misc. Revenue - Winnetka	0.00	0.00	791.57	0.00	791.57
Gift Fund (over \$100)	500.00	375.00	1,250.00	250.00	875.00
Friends Donations	17,500.00	13,125.00	0.00	0.00	(13,125.00)
Total Other Income	68,000.00	51,000.00	23,778.76	34.97 %	(27,221.24)
Total Revenue	4,021,186.25	3,015,889.69	3,889,818.79	96.73 %	873,929.10

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 9 Months Ended March 31, 2022

Ideal Budget Percentage Spent: 75.00%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
LIBRARY FUND					
Expenses					
Personnel					
Salaries	1,620,000.00	1,215,000.00	1,188,791.56	73.38 %	(26,208.44)
Health Insurance	240,000.00	180,000.00	156,886.85	65.37	(23,113.15)
Flu Vaccination	100.00	75.00	0.00	0.00	(75.00)
Employee Asst. Program	500.00	375.00	0.00	0.00	(375.00)
Conferences	10,000.00	7,500.00	3,368.26	33.68	(4,131.74)
Flexible Spending Account	500.00	375.00	635.00	127.00	260.00
Total Personnel	1,871,100.00	1,403,325.00	1,349,681.67	72.13 %	(53,643.33)
Administration					
Audit Fees	12,400.00	9,300.00	12,400.00	100.00 %	3,100.00
Library Supplies	34,500.00	25,875.00	21,448.33	62.17	(4,426.67)
Office Supplies	7,000.00	5,250.00	3,978.73	56.84	(1,271.27)
Breakroom Supplies	2,000.00	1,500.00	1,423.47	71.17	(76.53)
Postage	3,200.00	2,400.00	1,877.44	58.67	(522.56)
Hospitality	1,500.00	1,125.00	878.30	58.55	(246.70)
Accounting and Bookkeeping	23,000.00	17,250.00	13,146.38	57.16	(4,103.62)
Legal Notices	3,500.00	2,625.00	2,457.00	70.20	(168.00)
Delivery Service	6,800.00	5,100.00	4,750.00	69.85	(350.00)
Payroll Services	9,000.00	6,750.00	6,667.37	74.08	(82.63)
Liability Insurance Costs	23,000.00	17,250.00	23,180.00	100.78	5,930.00
Board Expenses	1,000.00	750.00	43.69	4.37	(706.31)
Memberships	3,500.00	2,625.00	3,298.66	94.25	673.66
Staff Recognition/Events/Meetings	6,000.00	4,500.00	2,470.35	41.17	(2,029.65)
Legal	12,000.00	9,000.00	857.95	7.15	(8,142.05)
Building Appraisal	500.00	375.00	0.00	0.00	(375.00)
Other Consultations	5,000.00	3,750.00	17,424.64	348.49	13,674.64
Investment Fees	5,000.00	3,750.00	2,443.05	48.86	(1,306.95)
HR Consultant	38,000.00	28,500.00	23,456.25	61.73	(5,043.75)
Miscellaneous	500.00	375.00	(217.95)	(43.59)	(592.95)
Total Administration	197,400.00	148,050.00	141,983.66	71.93 %	(6,066.34)
Utilities					
Electricity - Winnetka	41,000.00	30,750.00	29,269.85	71.39 %	(1,480.15)
Water - Winnetka	3,500.00	2,625.00	2,117.19	60.49	(507.81)
Storm Sewer - Winnetka	1,600.00	1,200.00	1,065.28	66.58	(134.72)
Natural Gas - Winnetka	11,000.00	8,250.00	11,861.84	107.83	3,611.84
Telephone - Winnetka	16,800.00	12,600.00	460.49	2.74	(12,139.51)
Internet Services	17,500.00	13,125.00	10,062.17	57.50	(3,062.83)
Total Utilities	91,400.00	68,550.00	54,836.82	60.00 %	(13,713.18)
Information Technology					
CCS Operating	80,000.00	60,000.00	54,479.69	68.10 %	(5,520.31)
Software	23,000.00	17,250.00	22,443.19	97.58	5,193.19
LAN Management	50,000.00	37,500.00	21,646.62	43.29	(15,853.38)
Hardware	0.00	0.00	428.78	0.00	428.78
Technology - Website	10,000.00	7,500.00	1,112.84	11.13	(6,387.16)
Total Information Technology	163,000.00	122,250.00	100,111.12	61.42 %	(22,138.88)
Public Relations					

Winnetka-Northfield Public Library District

Statement of Revenues and Expenditures - Modified Cash Basis

For the 9 Months Ended March 31, 2022

Ideal Budget Percentage Spent: 75.00%

	Annual Budget	Prorated Budget	Year to Date Actual	% of Budget	Variance vs. Prorated Budget
LIBRARY FUND					
PR Promotional	7,000.00	5,250.00	4,795.62	68.51 %	(454.38)
PR Source/Mailers	23,000.00	17,250.00	20,676.12	89.90	3,426.12
PR Supplies	8,000.00	6,000.00	2,816.41	35.21	(3,183.59)
PR Marketing/Advertising	5,000.00	3,750.00	3,704.78	74.10	(45.22)
Total Public Relations	43,000.00	32,250.00	31,992.93	74.40 %	(257.07)
Library Materials - Adult					
Books-Fiction-Adult-Winnetka	79,000.00	59,250.00	51,405.07	65.07 %	(7,844.93)
Books-Non-Fiction-Adult-Winnetka	70,000.00	52,500.00	49,460.24	70.66	(3,039.76)
Periodicals-Winnetka	20,000.00	15,000.00	19,793.03	98.97	4,793.03
DVDs-Adult-Winnetka	38,000.00	28,500.00	22,762.90	59.90	(5,737.10)
Audio Books-Adult-Winnetka	17,000.00	12,750.00	12,525.13	73.68	(224.87)
Books-Digital-Winnetka	200,000.00	150,000.00	157,876.09	78.94	7,876.09
Online Database	95,000.00	71,250.00	93,177.26	98.08	21,927.26
Total Library Materials - Adult	519,000.00	389,250.00	406,999.72	78.42 %	17,749.72
Library Materials - Youth					
Books-Fiction-Juv-Winnetka	40,000.00	30,000.00	30,475.38	76.19 %	475.38
Books-Non-Fiction, Easy, & JH-Winnetka	14,000.00	10,500.00	9,725.85	69.47	(774.15)
DVDs-Juv-Winnetka	8,000.00	6,000.00	3,327.09	41.59	(2,672.91)
Audio Books-Juv-Winnetka	10,000.00	7,500.00	7,844.76	78.45	344.76
Video Games-Juv-Winnetka	3,000.00	2,250.00	3,194.52	106.48	944.52
Books-Easy-Winnetka	0.00	0.00	14.24	0.00	14.24
Books-Jr. High-Winnetka	0.00	0.00	10.70	0.00	10.70
Total Library Materials - Youth	75,000.00	56,250.00	54,592.54	72.79 %	(1,657.46)
Programs					
Summer Reading	8,000.00	6,000.00	6,420.00	80.25 %	420.00
Studio General Supplies	0.00	0.00	12.50	0.00	12.50
OBTV	15,000.00	11,250.00	10,572.44	70.48	(677.56)
Programming - Studio	6,750.00	5,062.50	5,423.77	80.35	361.27
Programming - Youth	15,000.00	11,250.00	9,903.50	66.02	(1,346.50)
Programming - Adult	20,000.00	15,000.00	17,515.23	87.58	2,515.23
Studio Maintenance/Repair	4,500.00	3,375.00	4,073.50	90.52	698.50
Total Programs	69,250.00	51,937.50	53,920.94	77.86 %	1,983.44
Capital					
Capital Outlay	400,000.00	300,000.00	769,521.23	192.38 %	469,521.23
Building	250,000.00	187,500.00	19,524.03	7.81	(167,975.97)
Equipment/Furniture	100,000.00	75,000.00	12,750.95	12.75	(62,249.05)
Computer Equipment	80,000.00	60,000.00	48,303.57	60.38	(11,696.43)
Total Capital	830,000.00	622,500.00	850,099.78	102.42 %	227,599.78
Total Expenses	3,859,150.00	2,894,362.50	3,044,219.18	78.88 %	149,856.68
Excess Revenues less Expenses	162,036.25	121,527.19	845,599.61	521.86 %	724,072.42

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 9 Months Ended March 31, 2022

Ideal Budget Percentage Spent: 75.00%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
BUILDING FUND					
Revenues					
Property Taxes Collections-Building	403,994.00	302,995.50	394,114.22	97.55 %	91,118.72
Total Revenue	<u>403,994.00</u>	<u>302,995.50</u>	<u>394,114.22</u>	<u>97.55 %</u>	<u>91,118.72</u>
Expenses					
Northfield Lease	66,000.00	49,500.00	49,652.19	75.23 %	152.19
Janitorial Supplies	13,176.00	9,882.00	4,932.48	37.44	(4,949.52)
Snow Removal	8,960.00	6,720.00	3,249.74	36.27	(3,470.26)
Photocopier Leases	44,800.00	33,600.00	16,816.23	37.54	(16,783.77)
Phone Lease	10,752.00	8,064.00	0.00	0.00	(8,064.00)
Building Maintenance Service	123,200.00	92,400.00	77,000.00	62.50	(15,400.00)
Elevators	8,960.00	6,720.00	5,915.60	66.02	(804.40)
Landscaping	5,600.00	4,200.00	2,805.62	50.10	(1,394.38)
HVAC	11,200.00	8,400.00	7,324.08	65.39	(1,075.92)
Automatic Doors	3,920.00	2,940.00	1,960.00	50.00	(980.00)
Roof	672.00	504.00	333.00	49.55	(171.00)
Alarms	3,080.00	2,310.00	3,331.60	108.17	1,021.60
Equipment	4,480.00	3,360.00	202.50	4.52	(3,157.50)
Misc Services	<u>15,200.00</u>	<u>11,400.00</u>	<u>8,235.36</u>	<u>54.18</u>	<u>(3,164.64)</u>
Total Expenses	<u>320,000.00</u>	<u>240,000.00</u>	<u>181,758.40</u>	<u>56.80 %</u>	<u>(58,241.60)</u>
Excess Revenues less Expenses	<u>\$ 83,994.00</u>	<u>\$ 62,995.50</u>	<u>\$ 212,355.82</u>	<u>252.82 %</u>	<u>149,360.32</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

March 1, 2022 - March 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Cupello Mechanical 10-0-5882	Building	Void Check# 3419	-1,430.00	3419	03/31/22	<u>(1,430.00)</u>
Annette Bochenek 10-0-5908	Programming - Adult	A Night at the Oscars: Best Picture Spotlight	200.00	3453	03/03/22	<u>200.00</u>
AT&T 10-0-5176	Internet Services	INV# S663007007-22041	336.55	3454	03/03/22	<u>336.55</u>
Book Stall 10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 401924	23.99	3455	03/03/22	<u>125.59</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 401990	21.60			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 400777	57.60			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 402920	22.40			
Catapult 10-0-5115	Flexible Spending Account	INV# 00101594	35.00	3456	03/03/22	<u>35.00</u>
Cheryl Rich Heisler 10-0-5908	Programming - Adult	Mixology March Madness	400.00	3457	03/03/22	<u>400.00</u>
Clarence Goodman 10-0-5908	Programming - Adult	A Tale of Two Chicagos	250.00	3458	03/03/22	<u>250.00</u>
Connie Martin 10-0-5908	Programming - Adult	Pre-Civil War Quilts	350.00	3459	03/03/22	<u>350.00</u>
Grainger 10-0-5882	Building	INV# 9945167345	111.51	3460	03/03/22	<u>111.51</u>
John Duffy 10-0-5908	Programming - Adult	Parenting your Teen	250.00	3461	03/03/22	<u>250.00</u>
Library Ideas, LLC 10-1-5444	Audio Books-Juv-Winnetka	INV# 87857	746.15	3462	03/03/22	<u>1,492.30</u>
10-2-5444	Audio Books-Juv-Northfield	INV# 87857	746.15			
Mark Lyons 10-0-5908	Programming - Adult	Power Vegetable Gardening	300.00	3463	03/03/22	<u>300.00</u>
Sandy Penn 10-0-5906	Programming - Studio	Sandy Penn - materials for program pickup	11.60	3464	03/03/22	<u>34.49</u>
10-0-5906	Programming - Studio	Sandy Penn - materials for program	22.89			
Team One Repair, Inc. 10-0-5120	Library Supplies	INV# 1244096	175.00	3465	03/03/22	<u>175.00</u>
Technology Management Rev Fund 10-0-5176	Internet Services	INV# T2216648	450.00	3466	03/03/22	<u>450.00</u>

Winnetka-Northfield Public Library District

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Tee Jay Service Company, Inc 70-0-5755	Automatic Doors	INV# 186745	280.00	3467	03/03/22	<u>280.00</u>
Fiberglass Engineering Company 10-0-5882	Building	Fiberglass Engineering Company - 50% deposit	2,018.00	3468	03/11/22	<u>2,018.00</u>
AT&T 10-0-5176	Internet Services	INV# S66300700722069	336.37	3469	03/24/22	<u>336.37</u>
Catapult 10-0-5115 10-0-5115 10-0-5115	Flexible Spending Account Flexible Spending Account Flexible Spending Account	INV# 00093997 INV# 00103254 INV# 00090814	35.00 35.00 35.00	3470	03/24/22	<u>105.00</u>
Chicago Food Swap 10-0-5908	Programming - Adult	Instant Pot Basics	200.00	3471	03/24/22	<u>200.00</u>
Chicago Hearing Society 10-0-5732	Staff Recognition/Events/Meetings	INV# C83951	192.00	3472	03/24/22	<u>192.00</u>
Chicago Sun-Times 10-1-5342	Periodicals-Winnetka	52 Week Renewal	624.00	3473	03/24/22	<u>624.00</u>
Chicago Tribune 10-1-5342	Periodicals-Winnetka	Pays thru 5/20/22	163.42	3474	03/24/22	<u>163.42</u>
Delta Building Technologies 10-0-5884	Equipment/Furniture	INV# MC001421	5,496.00	3475	03/24/22	<u>5,496.00</u>
Emma Forquer 10-0-5907	Programming - Youth	Mandarin Bilingual Storytime	300.00	3476	03/24/22	<u>300.00</u>
Fox Valley Fire & Safety 70-0-5758	Alarms	INV# IN00504241	183.00	3477	03/24/22	<u>183.00</u>
Ivan Figueredo 10-0-5907 10-0-5908	Programming - Youth Programming - Adult	Learn & Play Chess Learn & Play Bridge	210.00 350.00	3478	03/24/22	<u>560.00</u>
Leslie Goddard 10-0-5908	Programming - Adult	Georgia O'Keeffe	300.00	3479	03/24/22	<u>300.00</u>
Library Furniture International, Inc. 10-0-5884	Equipment/Furniture	INV# 7747	396.00	3480	03/24/22	<u>396.00</u>
Raymond W. Johnson 10-0-5908	Programming - Adult	Cold Storage Fire	150.00	3481	03/24/22	<u>150.00</u>
Rebecca Sara Graff 10-0-5908	Programming - Adult	Garbage and Consumerism 1893 World's Fair	200.00	3482	03/24/22	<u>200.00</u>
Sandy Penn 10-0-5906	Programming - Studio	Compost/seed bomb program	9.99	3483	03/24/22	<u>9.99</u>

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The Book Stall				3484	03/24/22	<u>195.59</u>
10-1-5340	Books-Fiction-Adult-Winnetka	INV# 403566	24.00			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 403737	79.99			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 404417	43.20			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 404531	26.00			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 405092	22.40			
True Air				3485	03/24/22	<u>1,640.00</u>
10-0-5882	Building	INV# 3/10/22	1,640.00			
USA Today				3486	03/24/22	<u>389.03</u>
10-1-5342	Periodicals-Winnetka	3/1/22 - 3/31/23	389.03			
DEMCO				16999	03/09/22	<u>258.19</u>
10-0-5120	Library Supplies	INV# 7083029	258.19			
Warehouse Direct				17000	03/09/22	<u>251.09</u>
70-0-5725	Janitorial Supplies	INV# 5164339-0	64.00			
70-0-5725	Janitorial Supplies	INV# 5169228-0	16.65			
70-0-5725	Janitorial Supplies	INV# 5177310-0	56.00			
70-0-5725	Janitorial Supplies	INV# 5182520-0	114.44			
PITNEY BOWES				17001	03/09/22	<u>299.01</u>
10-0-5123	Postage	INV# 3105346914	299.01			
VOGUE PRINTERS				17002	03/09/22	<u>4,484.00</u>
10-0-5722	PR Source/Mailers	INV# 18692	4,484.00			
Robbins Schwartz				17003	03/09/22	<u>112.50</u>
10-0-5736	Legal	Services thru 1/31/22	112.50			
Sarah Keister Armstrong & Associates				17004	03/09/22	<u>300.00</u>
10-0-5732	Staff Recognition/Events/Meetings	INV# 22-000017	300.00			
OVERDRIVE INC.				17005	03/09/22	<u>14,633.76</u>
10-1-5345	Books-Digital-Winnetka	INV# 01018MA22068708	1,161.90			
10-1-5345	Books-Digital-Winnetka	INV# 01018MA22068390	4,916.10			
10-1-5345	Books-Digital-Winnetka	INV# 01018CP22069604	8,555.76			
HR Source				17006	03/09/22	<u>1,381.25</u>
10-0-5745	HR Consultant	INV# 15502	1,381.25			
QUILL CORPORATION				17007	03/09/22	<u>17.88</u>
10-0-5121	Office Supplies	INV# 23406087	17.88			
HOOPLA (MIDWEST TAPE)				17008	03/09/22	<u>1,710.84</u>
10-1-5345	Books-Digital-Winnetka	INV# 501756984	1,710.84			
Ntiva				17009	03/09/22	<u>3,896.20</u>
10-0-5885	Computer Equipment	INV# 24765	3,896.20			

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CDW-G 10-0-5885	Computer Equipment	INV# S812379	5,500.00	17010	03/09/22	<u>5,500.00</u>
Kanopy 10-1-5345	Books-Digital-Winnetka	INV# 287695	625.00	17011	03/09/22	<u>625.00</u>
RingCentral Inc 10-0-5885	Computer Equipment	INV# CD_000366857	15,120.94	17012	03/09/22	<u>15,120.94</u>
Lauterbach & Amen, LLP 10-0-5131	Accounting and Bookkeeping	INV# 64684	1,667.00	17013	03/09/22	<u>1,667.00</u>
VILLAGE OF NORTHFIELD 70-2-5159	Northfield Lease	INV# 0322LIB	5,516.91	17014	03/09/22	<u>5,516.91</u>
Baker & Taylor 10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	182.75	17015	03/09/22	<u>739.21</u>
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	4.16			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	63.78			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	32.14			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	24.37			
10-0-5120	Library Supplies	Baker & Taylor	20.27			
10-0-5120	Library Supplies	Baker & Taylor	14.05			
10-0-5120	Library Supplies	Baker & Taylor	14.69			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	312.24			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	60.60			
Midwest Tape 10-2-5343	DVDs-Adult-Northfield	Midwest Tape	78.71	17016	03/09/22	<u>994.00</u>
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	104.96			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	69.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	29.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	99.97			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	20.00			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	22.40			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Midwest Tape	20.00			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	108.71			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	138.67			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	7.49			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	11.24			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	65.20			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	26.24			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	22.49			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	61.46			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	43.99			
Baker & Taylor				17017	03/09/22	<u>5,290.76</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	335.25			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	279.16			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	81.15			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	283.14			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	155.63			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	190.36			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	78.72			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	25.93			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	109.96			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	78.50			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	110.09			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	162.37			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	86.39			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	131.87			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	88.25			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	146.59			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	215.31			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	26.98			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	23.65			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	27.70			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	60.75			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	40.47			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	37.71			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	27.73			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	41.19			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	23.65			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	17.27			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	65.26			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	25.48			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	46.25			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	106.57			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	23.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	36.04			
10-0-5120	Library Supplies	Baker & Taylor	30.31			
10-0-5120	Library Supplies	Baker & Taylor	24.99			
10-0-5120	Library Supplies	Baker & Taylor	8.04			
10-0-5120	Library Supplies	Baker & Taylor	22.02			
10-0-5120	Library Supplies	Baker & Taylor	3.86			
10-0-5120	Library Supplies	Baker & Taylor	17.07			
10-0-5120	Library Supplies	Baker & Taylor	16.84			
10-0-5120	Library Supplies	Baker & Taylor	7.61			
10-0-5120	Library Supplies	Baker & Taylor	26.05			
10-0-5120	Library Supplies	Baker & Taylor	20.46			
10-0-5120	Library Supplies	Baker & Taylor	23.26			
10-0-5120	Library Supplies	Baker & Taylor	18.34			
10-0-5120	Library Supplies	Baker & Taylor	24.13			
10-0-5120	Library Supplies	Baker & Taylor	1.42			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	1.04			
10-0-5120	Library Supplies	Baker & Taylor	2.10			
10-0-5120	Library Supplies	Baker & Taylor	1.82			
10-0-5120	Library Supplies	Baker & Taylor	18.25			
10-0-5120	Library Supplies	Baker & Taylor	2.10			
10-0-5120	Library Supplies	Baker & Taylor	0.76			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Baker & Taylor	4.06			
10-0-5120	Library Supplies	Baker & Taylor	7.93			
10-0-5120	Library Supplies	Baker & Taylor	16.30			
10-0-5120	Library Supplies	Baker & Taylor	0.74			
10-0-5120	Library Supplies	Baker & Taylor	3.17			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	2.58			
10-0-5120	Library Supplies	Baker & Taylor	3.16			
10-0-5120	Library Supplies	Baker & Taylor	2.08			
10-0-5120	Library Supplies	Baker & Taylor	2.12			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	412.28			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	508.98			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	165.52			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	128.64			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	10.11			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	247.83			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	14.24			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	107.85			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	58.70			
MERCHANTS DELIVERY SERVICE				17029	03/30/22	<u>500.00</u>
10-0-5138	Delivery Service	20 Days book transfer	500.00			
CDW-G				17030	03/30/22	<u>6,312.05</u>
10-0-5885	Computer Equipment	INV# T306884	649.64			
10-0-5885	Computer Equipment	INV# T391509	5,500.00			
10-0-5885	Computer Equipment	INV# T077130	162.41			
Ntiva				17031	03/30/22	<u>2,400.20</u>
10-0-5135	LAN Management	INV# 24916	2,400.20			
COOPERATIVE COMPUTER SERVICES				17032	03/30/22	<u>179.48</u>
10-0-5132	CCS Operating	INV# 1953	179.48			
DE LAGE LANDEN FINANCIALSVCS.				17033	03/30/22	<u>1,868.47</u>
70-0-5746	Photocopier Leases	INV# 75757296	1,868.47			
Warehouse Direct				17034	03/30/22	<u>442.57</u>
70-0-5725	Janitorial Supplies	INV# 5184799-0	173.77			
70-0-5725	Janitorial Supplies	INV# 5193017-0	59.12			
70-0-5725	Janitorial Supplies	INV# 5195104-0	209.68			
AMERICAN LIBRARY ASSOCIATION				17035	03/30/22	<u>100.00</u>
10-0-5114	Conferences	INV# PLA2022CC-12	100.00			
DELTA DENTAL PLAN OF ILLINOIS				17036	03/30/22	<u>1,407.01</u>
10-0-5110	Salaries	INV# 1547478	1,407.01			
QUILL CORPORATION				17037	03/30/22	<u>235.08</u>

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	INV# 23851018	145.34			
10-0-5122	Breakroom Supplies	INV# 23860394	75.64			
10-0-5122	Breakroom Supplies	INV# 23955543	14.10			
WT. Cox Subscriptions, Inc.				17038	03/30/22	<u>8,851.71</u>
10-1-5342	Periodicals-Winnetka	INV# 3107794	5,924.33			
10-1-5342	Periodicals-Winnetka	INV# 3107795	2,927.38			
IMPACT NETWORKING				17039	03/30/22	<u>424.50</u>
10-0-5121	Office Supplies	INV# 2479402	424.50			
ALARM DETECTION SYSTEMS, INC.				17040	03/30/22	<u>458.55</u>
70-0-5758	Alarms	INV# 575251100	458.55			
DEMCO				17041	03/30/22	<u>66.33</u>
10-0-5120	Library Supplies	INV# 7092170	66.33			
VILLAGE OF WINNETKA				17042	03/30/22	<u>25,019.12</u>
10-0-5111	Health Insurance	INV# 2022-3	25,019.12			
BIBLIOTHECA, LLC				17043	03/30/22	<u>616.66</u>
10-1-5345	Books-Digital-Winnetka	INV# INV-US52731	616.66			
McGraw-Hill Education, Inc.				17044	03/30/22	<u>307.98</u>
10-1-5346	Online Database - Winnetka	INV# 113144725001	307.98			
Industrial Appraisal Company				17045	03/30/22	<u>2,750.00</u>
10-0-5882	Building	INV# E2-1442	2,750.00			
DD Facility Services				17046	03/30/22	<u>8,000.00</u>
70-0-5748	Building Maintenance Service	INV# 0718-0002	8,000.00			
Baker & Taylor				17047	03/30/22	<u>1,410.01</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	590.25			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	306.18			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.68			
10-0-5120	Library Supplies	Baker & Taylor	43.76			
10-0-5120	Library Supplies	Baker & Taylor	19.04			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	325.38			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	110.72			
Midwest Tape				17048	03/30/22	<u>1,090.67</u>
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	78.72			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	43.48			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	22.49			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	134.96			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	114.97			
10-0-5120	Library Supplies	Midwest Tape	15.00			

Winnetka-Northfield Public Library District

Check Register

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March 1, 2022 - March 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	22.49			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	78.72			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	8.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	14.24			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	104.20			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	14.98			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	319.94			
Baker & Taylor				17049	03/30/22	<u>2,876.18</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	354.44			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	373.39			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	123.72			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	223.02			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	105.51			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	179.47			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	61.38			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	60.50			
10-0-5120	Library Supplies	Baker & Taylor	28.49			
10-0-5120	Library Supplies	Baker & Taylor	17.60			
10-0-5120	Library Supplies	Baker & Taylor	50.17			
10-0-5120	Library Supplies	Baker & Taylor	21.12			
10-0-5120	Library Supplies	Baker & Taylor	30.10			
10-0-5120	Library Supplies	Baker & Taylor	5.70			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	842.22			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	224.68			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	154.35			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	20.32			
Midwest Tape				17050	03/30/22	<u>963.57</u>
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	68.22			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	52.48			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	17.24			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	83.98			

Winnetka-Northfield Public Library District

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	29.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	83.98			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	15.00			
10-0-5120	Library Supplies	Midwest Tape	30.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	39.73			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	19.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	288.63			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	114.35			
Baker & Taylor				17051	03/30/22	<u>3,149.41</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	222.75			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	54.72			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	550.09			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	231.56			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	14.68			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	63.26			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	12.74			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	166.90			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	63.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.71			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	26.98			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			

Winnetka-Northfield Public Library District

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March 1, 2022 - March 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	6.21			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.24			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	26.98			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	42.92			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	1.05			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	0.33			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	18.11			
10-0-5120	Library Supplies	Baker & Taylor	0.76			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	1.04			
10-0-5120	Library Supplies	Baker & Taylor	5.27			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	24.90			
10-0-5120	Library Supplies	Baker & Taylor	4.36			
10-0-5120	Library Supplies	Baker & Taylor	16.96			
10-0-5120	Library Supplies	Baker & Taylor	32.44			
10-0-5120	Library Supplies	Baker & Taylor	40.95			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	627.91			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	528.72			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	126.24			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	96.05			
Midwest Tape				17052	03/30/22	<u>1,712.94</u>
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	139.44			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	239.14			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	74.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	74.98			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
10-0-5120	Library Supplies	Midwest Tape	27.50			
10-0-5120	Library Supplies	Midwest Tape	15.00			
10-0-5120	Library Supplies	Midwest Tape	52.40			
10-0-5120	Library Supplies	Midwest Tape	27.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	9.90			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	7.40			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	4.90			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	41.23			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	248.89			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	384.55			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	48.73			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	29.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	65.97			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	44.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	14.24			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	11.24			
Baker & Taylor				17053	03/30/22	<u>1,753.75</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	211.33			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	258.23			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	301.41			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	69.49			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	93.21			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	154.06			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	44.78			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	114.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	65.82			
10-0-5120	Library Supplies	Baker & Taylor	16.44			
10-0-5120	Library Supplies	Baker & Taylor	14.96			
10-0-5120	Library Supplies	Baker & Taylor	23.49			
10-0-5120	Library Supplies	Baker & Taylor	18.66			
10-0-5120	Library Supplies	Baker & Taylor	15.95			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	207.66			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	143.66			
Midwest Tape				17054	03/30/22	<u>26.38</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	10.39			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	15.99			
Baker & Taylor				17055	03/30/22	<u>660.17</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	289.73			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	-283.14			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	-283.14			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	45.78			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	-109.96			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	-109.96			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	154.69			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	171.22			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	-215.31			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	-215.31			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	91.05			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	64.38			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	-9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	-46.25			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	-9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	-46.25			
10-0-5120	Library Supplies	Baker & Taylor	19.53			
10-0-5120	Library Supplies	Baker & Taylor	26.66			
10-0-5120	Library Supplies	Baker & Taylor	61.99			
10-0-5120	Library Supplies	Baker & Taylor	19.71			
10-0-5120	Library Supplies	Baker & Taylor	-18.34			
10-0-5120	Library Supplies	Baker & Taylor	-24.13			
10-0-5120	Library Supplies	Baker & Taylor	-18.34			
10-0-5120	Library Supplies	Baker & Taylor	-24.13			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	965.88			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	163.01			
Midwest Tape				17056	03/30/22	<u>1,263.42</u>
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	44.98			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	121.46			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	69.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	123.97			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	219.17			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	193.95			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	15.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	15.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	9.80			
10-0-5120	Library Supplies	Midwest Tape	17.30			
10-0-5120	Library Supplies	Midwest Tape	25.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	68.19			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	34.48			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	14.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	30.74			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	26.23			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	23.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	93.70			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	67.99			
PITNEY BOWES				17061	03/09/22	<u>100.00</u>
10-0-5123	Postage	PITNEY BOWES	100.00			
COMED				17062	03/04/22	<u>581.67</u>
10-2-5171	Electricity - Northfield	COMED	581.67			
NATIONWIDE RETIREMENT SOLUTIONS				17063	03/04/22	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
COMCAST				17064	03/04/22	<u>69.95</u>
10-0-5176	Internet Services	COMCAST	69.95			
NORTH SHORE GAS				17065	03/10/22	<u>2,086.37</u>
10-1-5174	Natural Gas - Winnetka	NORTH SHORE GAS	2,086.37			
COMCAST				17066	03/11/22	<u>314.95</u>
10-0-5176	Internet Services	COMCAST	314.95			
NICOR				17067	03/14/22	<u>631.60</u>
10-2-5174	Natural Gas - Northfield	NICOR	631.60			
NATIONWIDE RETIREMENT SOLUTIONS				17068	03/18/22	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
VILLAGE OF NORTHFIELD				17069	03/28/22	<u>38.50</u>
10-2-5172	Water - Northfield	VILLAGE OF NORTHFIELD	38.50			
CALL ONE				17070	03/03/22	<u>21.72</u>
10-1-5175	Telephone - Winnetka	CALL ONE	21.72			
VILLAGE OF WINNETKA				17071	03/21/22	<u>2,172.12</u>
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	60.60			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	1,658.83			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	46.08			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	49.09			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	2.00			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	120.38			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	22.60			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	79.38			
10-1-5173	Storm Sewer - Winnetka	VILLAGE OF WINNETKA	133.16			
First Bankcard				17072	03/21/22	<u>5,728.14</u>
10-1-4300	Copy/Printing - Winnetka	Swenson-Nayax-Fax credit card and payment testing	0.50			

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Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5882	Building	Kline-Sherwin Williams-Wall Paint	54.38			
10-0-5884	Equipment/Furniture	Kline-Amazon-Staple Gun	16.99			
10-0-5884	Equipment/Furniture	Garrity-Amazon-Dept Supplies	39.49			
10-0-5884	Equipment/Furniture	Morgan-Amazon-Acrylic shelving for picture book area	130.99			
10-0-5884	Equipment/Furniture	Dombrowski-Amazon-Mat for stroller parking	67.66			
10-0-5884	Equipment/Furniture	Dombrowski-Amazon-Entrance Mat	29.33			
10-0-5884	Equipment/Furniture	Dombrowski-Amazon-Diaper bin for public restroom	59.00			
10-0-5884	Equipment/Furniture	Dombrowski-Amazon-Step Ladder for storage area	69.99			
10-0-5907	Programming - Youth	Morgan-Amazon-Youth Programming Supplies	167.91			
10-0-5907	Programming - Youth	Garrity-Joann-Programming Supplies	176.15			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	4.06			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	23.98			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	17.88			
10-0-5907	Programming - Youth	Garrity-Melissa and Doug-Dept Supplies	148.20			
10-0-5907	Programming - Youth	Morgan-Amazon-Youth Programming Supplies	7.90			
10-0-5907	Programming - Youth	Morgan-Amazon-Youth Programming Supplies	34.27			
10-0-5907	Programming - Youth	Dombrowski-LetsStickTogether-Northfield Sticker Poster	131.78			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	156.69			
10-0-5907	Programming - Youth	Garrity-Ozobot-STEAM Kit Replacement	175.00			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	8.99			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	77.93			
10-0-5907	Programming - Youth	Garrity-Amazon-Dept Supplies	6.99			
10-0-5907	Programming - Youth	Garrity-Amazon-Dept Supplies	14.99			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	48.97			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	11.99			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	24.96			
10-0-5907	Programming - Youth	Garrity-Sunset Grand Winnetka-Programming Supplies	19.71			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	57.98			
10-0-5907	Programming - Youth	Garrity-Amazon-Programming Supplies	9.90			
10-0-5908	Programming - Adult	Morgan-Amazon-Adult Programming Supplies	62.10			
10-0-5908	Programming - Adult	Morgan-Amazon-Adult Programming Supplies	17.98			
10-0-5908	Programming - Adult	Morgan-No Store Listed-Adult Programming Supplies	58.43			
10-1-5340	Books-Fiction-Adult-Winnetka	Mall-Amazon-Materials	16.99			
10-1-5340	Books-Fiction-Adult-Winnetka	Morgan-Amazon-Fiction for WNK	19.71			
10-1-5440	Books-Fiction-Juv-Winnetka	Garrity-Amazon-Teen Fiction Added	37.08			
10-0-5121	Office Supplies	Kline-Amazon-Label Maker Tape	15.76			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

March 1, 2022 - March 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall-Amazon-Materials	18.00			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall-Amazon-Materials	30.00			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall-Amazon-Materials	35.51			
10-0-5134	Software	Swenson-Adobe-Creative Cloud Subscription	278.91			
10-0-5134	Software	Swenson-BC.Basecamp-Project Management software subscription	999.00			
10-0-5134	Software	Mall-Zoom-Virtual Event Hosting	124.97			
10-0-5134	Software	Dombrowski-Zoom-Library Zoom Account	14.99			
10-0-5134	Software	Dombrowski-WhenIWork-Library Scheduling Software	80.00			
10-0-5906	Programming - Studio	Kline-Amazon-3D printer filament	29.95			
10-0-5906	Programming - Studio	Kline-Amazon-Adapter for video conversions	44.94			
10-0-5906	Programming - Studio	Kline-Amazon-Apple pencil for digital art	59.57			
10-0-5906	Programming - Studio	Kline-Amazon-Stabilizer and photo printer	76.03			
10-0-5906	Programming - Studio	Kline-B&H Photo-Photo Printer Ink	147.96			
10-0-5906	Programming - Studio	Kline-Amazon-USB Memory Sticks	25.19			
10-0-5906	Programming - Studio	Kline-Amazon-Plant pots for program	71.98			
10-1-5342	Periodicals-Winnetka	Mall-The Record North Shore-Reference Periodical Subscription	60.00			
10-1-5342	Periodicals-Winnetka	Dombrowski-USA Today-USA Today Subscription	57.03			
10-0-5137	Legal Notices	Quish-Chicago Sun Times Adv-Availability of Audit Report Publishing Legal Requirement	210.00			
10-0-5177	Technology - Website	Swenson-Linode-Website hosting and backup	25.00			
10-0-5721	PR Promotional	Quish-The Book Stall-Gift Cards for Winter Reading Prizes	300.00			
10-0-5723	PR Supplies	Quish-Chicago Books and Journals-Chicago Manual Style Proofreading tool renewal	41.00			
10-0-5723	PR Supplies	Quish-Office Depot-Planner and Supplies	60.98			
10-0-5723	PR Supplies	Quish-Office Depot-Planner and supplies	4.95			
10-0-5723	PR Supplies	Quish-Office Depot-Planner and Supplies	43.60			
10-0-5731	Memberships	Garrity-American Library Assoc-Membership Renewal	114.00			
10-0-5731	Memberships	Garrity-IL Library Assoc-Membership Renewal	150.00			
10-0-5731	Memberships	Mall-Adult Reading Round Table-Professional Membership Dues	15.00			
10-0-5731	Memberships	Mall-ALA-Professional Membership Dues	228.00			
10-0-5731	Memberships	Mall-ALA-Professional Membership Dues	192.00			
10-0-5732	Staff Recognition/Events/Meetings	Morgan-Stormy's Tavern-Staff recognition lunch	60.00			
10-0-5732	Staff Recognition/Events/Meetings	Morgan-Whole Foods-Staff recognition welcome treats for Kathryn Freemond	36.11			
10-0-5732	Staff Recognition/Events/Meetings	Dombrowski-Target-All Staff Snacks	70.86			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

March 1, 2022 - March 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
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Check List Total 168,958.61

MARCH 2022 DIRECTOR'S REPORT

Staff Updates

- Anniversaries: Adult Services Librarian Erin Collins (6 years), Customer Relations Assistant Ben Weinstein (1 year)
- Goings: Youth Services Librarian Emily Roth left on 3/13.

General News

- Monica, Melissa (Branch Services Manager), Amelia (Branch Services Librarian), & Molly (Adult Services Librarian) attended the Public Library Association Conference in Portland, OR. Technology Librarian Jimmy (Digital Services) also attended as part of the Skokie Library team.
- We changed the timing of our weekly eNewsletters after research showed Monday mornings are more effective than Friday afternoons. We will be tracking the impact.
- Sarah (Marketing & PR Manager) and Kathy (Graphic Designer) are working to update signage throughout the library and created promotional book lists to support our 1,000 Books Before Kindergarten program.

Finances (Target = 75% based on 9 months into our fiscal year)

- We are at 96.86% of our expected operating revenues, which follows our typical annual pattern.
- We are at 76.83% of our budgeted operating expenses due to our capital projects.

Programming

Youth

Category	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Programs	56	26	115.38%	297	573	-48.17%
Live Attendees	1,214	588	106.46%	4,653	12,500	-62.78%
Recording Attendees	2	-	-	32	-	-
Passive Programs	2,239	-	-	2,822	-	-

Highlights

Crafting with STEAM	Librarian Amelia guided parents & children through making bouncy balls and other STEAM related projects.
Sewing Basics	Librarian Maddy instructed youth on a simple project. Due to the large waitlist, this program will be repeated & expanded in the summer.
Spring Tie Dye	Manager Amanda taught participants the art of tie-dyeing. Due to the large waitlist, the program will be repeated outside during the summer.
Superhero Academy	Librarian Amber & Manager Amanda hosted superhero-adjacent crafts, activities, and movements during Spring Break week.

Adults

Category	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Programs	23	10	130.00%	167	239	-30.13%
Live Attendees	487	53	818.87%	2,666	2,585	3.13%
Recording Attendees	41	0	n/a	203	0	n/a

Highlights

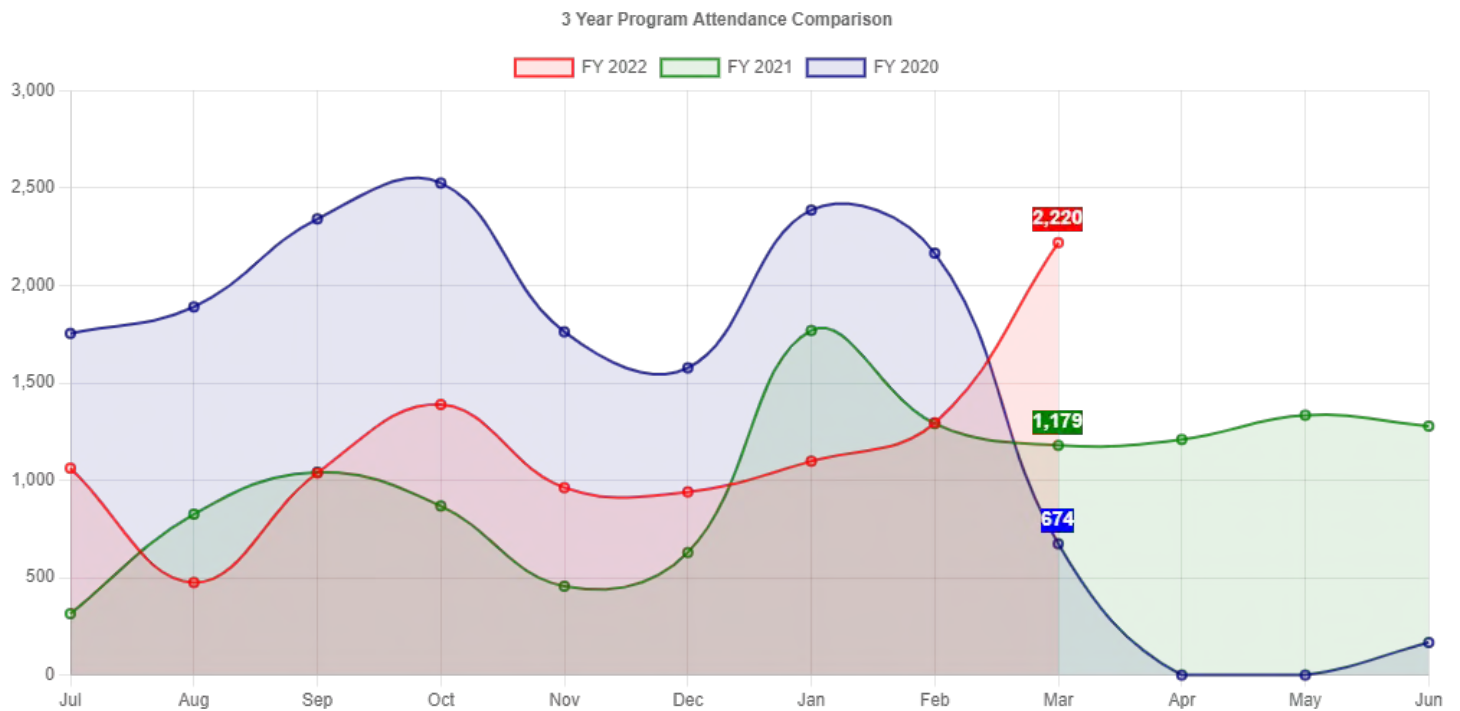
The Do's & Don'ts of Birdfeeding	Tim Joyce of Wild Birds Unlimited shared tips about bird food, songbirds, birdhouses, and feeders.
A World of Innovation: Building the 1893 World's Fair	Chicago Architecture Center Docent Kevin Griebenow led attendees through stories of the 1893 Columbian Exposition held in Chicago.
Women in History	Speaker Martina Mathisen celebrated Annie Oakley, Florence Nightingale, & Marie Curie in honor of Women's History Month.
Pre-Civil War Quilts: Secret Codes to Freedom on the Underground Railroad	Scholar Connie Martin presented quilt replicas and discussed how patterns and stitching were used by abolitionists and fugitive slaves to signify escape routes on the Underground Railroad.

Studio (Digital Services)

Category	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Appointments	29	0	n/a	562	0	n/a
Programs	19	0	n/a	96	0	n/a
Attendees	132	0	n/a	939	0	n/a

Highlights

Canvas Wall Art	Patrons came and learned how to create their own unique wall art using fabric.
Create Your Own Digital Art	Patrons learned how to use the iPad loaded with Procreate to design their own digital drawings, paintings, and animations.



Community Engagement (Outreach)

Category	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Youth Events	2	n/a	n/a	22	n/a	n/a
Youth Attendance	25	n/a	n/a	810	n/a	n/a
Adult Events	2	n/a	n/a	10	n/a	n/a
Adult Attendance	12	n/a	n/a	57	n/a	n/a
Family Events	0	n/a	n/a	17	n/a	n/a
Family Attendance	0	n/a	n/a	1,011	n/a	n/a

Email Reach/Cardholder Penetration

22MAR Subscribers	% Cardholders	Total Cardholders	New Cards	Click Rate	Open Rate
10,281	78.93%	12,777	104	2%	48%

Note: Industry averages for not-for-profits = 2% Click Rate, 34% Open Rate

Website Reach/App Usage

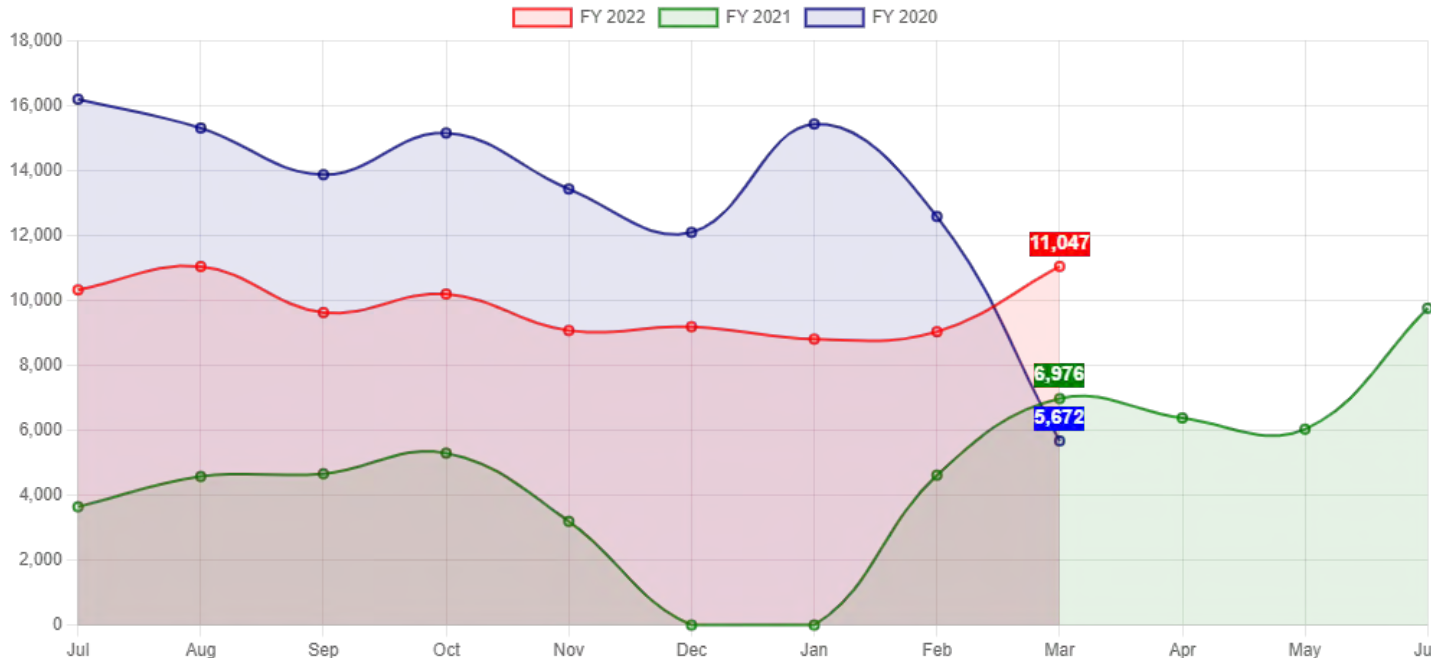
Activity	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Website Visits	7,869	10,041	-21.63%	73,401	82,999	-11.56%
Active App Users	578	-	-	-	-	-

Services

Visitors

Location	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	8,077	3,703	118.12%	63,622	75,064	-15.24%
Northfield	2,970	1,969	50.84%	24,725	44,692	-44.68%
Total	11,047	5,672	94.76%	88,347	119,756	-26.23%

3 Year People Counter Comparison



Notes: March visitorship was the highest it's been since the pandemic started!

Curbside Pick Ups

Location	22MAR	FY21-22 YTD
Winnetka	11	176
Northfield	6	86
Total	17	262

Patron Interactions

Category	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Adult	2,296	1,113	106.29%	22,018	16,200	35.91%
Youth	613	155	295.48%	4,480	4,581	-2.20%
Digital Services	120	134	-10.45%	1,333	3,905	-65.86%
Total	3,029	1,402	116.05%	27,831	24,686	12.74%

Public Computer Usage

Location	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	445	397	12.09%	3,695	8,897	-58.47%
Northfield	200	242	-17.36%	1,661	5,143	-67.70%
Total	645	639	0.94%	5,356	14,040	-61.85%

Hotspot Usage

Location	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka Sessions	23,906	8,148	193.40%	186,231	174,062	6.99%
Northfield Sessions	5,501	2,263	143.08%	42,888	51,363	-16.50%
Total Sessions	29,407	10,411	182.46%	229,119	225,425	1.64%
Winnetka Bandwidth	439 GB	205 GB	114.63%	2,882 GB	5,786 GB	-50.20%
Northfield Bandwidth	50 GB	141 GB	-64.50%	700 GB	2,455 GB	-71.47%
Total Bandwidth	489 GB	346 GB	41.45%	3,582 GB	8,241 GB	-56.53%

Collections

MTD TOTAL PHYSICAL CIRCULATION

22MAR Physical Circulation	20MAR Physical Circulation	Net Change
30,202	16,924	78.46%

YTD TOTAL PHYSICAL CIRCULATION

FY22-22 YTD Physical Circulation	FY19-20 YTD Physical Circulation	Net Change
260,102	296,347	-12.23%

PHYSICAL ADULT (BY LOCATION)

Location	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	8,470	5,742	47.51%	75,311	93,850	-19.75%
Northfield	5,580	3,517	61.50%	47,356	63,568	-25.50%

PHYSICAL YOUTH (BY LOCATION)

Location	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	13,405	6,229	115.20%	116,275	113,242	2.68%
Northfield	2,647	1,436	84.33%	21,160	25,687	-17.62%

PHYSICAL MISCELLANEOUS

Lending Type	22MAR	20MAR	Mo. & +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Kenilworth Patrons	1,359	688	97.53%	13,303	12,369	7.55%
Borrowed from Other Libraries	2,068	1,044	98.08%	16,710	15,307	9.17%

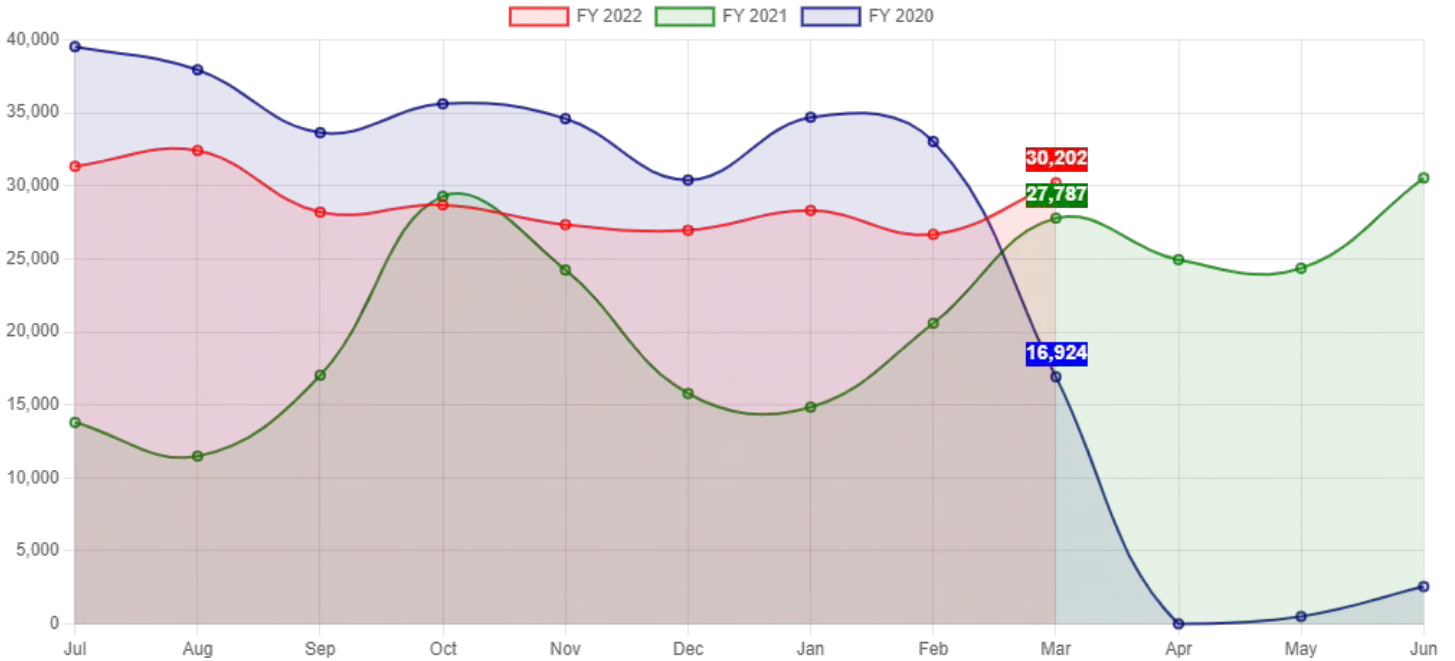
PHYSICAL ADULT (BY TYPE)

Material Type	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Books	8,732	5,147	69.65%	76,177	87,789	-13.23%
Book - Fiction	4,550	2,687	69.33%	42,119	46,741	-9.89%
Book - Nonfiction	4,182	2,460	70.00%	34,058	41,048	-17.03%
Audiobook - CD	313	308	1.62%	2,769	6,137	-54.88%
Music CD	252	81	211.11%	1,263	1,290	-2.09%
Playaway	51	64	-20.31%	526	1,470	-64.22%
DVD/Blu-Ray	3,080	3,055	0.82%	27,276	49,373	-44.73%
Magazine	215	38	465.79%	1,783	1,236	44.26%
Videogame	55	4	1,275.00%	249	92	170.65%
Devices	15	7	114.29%	101	168	-39.88%
Non-CCS ILL	35	23	52.17%	339	301	12.62%
Sent Out	1,402	531	164.03%	12,163	9,529	27.64%
Total	14,150	9,259	52.82%	122,667	157,418	-22.08%

PHYSICAL YOUTH (BY TYPE)

Material Type	22MAR	20MAR	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Books	14,119	6,355	122.17%	121,388	111,633	8.74%
Book - Fiction	11,896	5,338	122.86%	104,224	95,375	9.28%
Book - Nonfiction	2,223	1,017	118.58%	17,164	16,258	5.57%
In-Library Circulation	2,947	-	-	2,947	-	-
Audiobook - CD	24	58	-58.62%	438	750	-41.60%
Music CD	43	30	43.33%	300	893	-66.41%
Playaway	191	185	3.24%	1,697	2,859	-40.64%
DVD/Blu-Ray	1,056	1,013	4.24%	8,874	22,196	-60.02%
Videogame	263	3	8,666.67%	1,563	31	4,941.94%
Vox Reader	249	-	-	1,837	-	-
Other	82	10	720.00%	1,058	337	213.95%
STEAM Kits	25	11	127.27%	274	230	19.13%
Total	16,052	7,665	109.42%	137,435	138,929	-1.08%

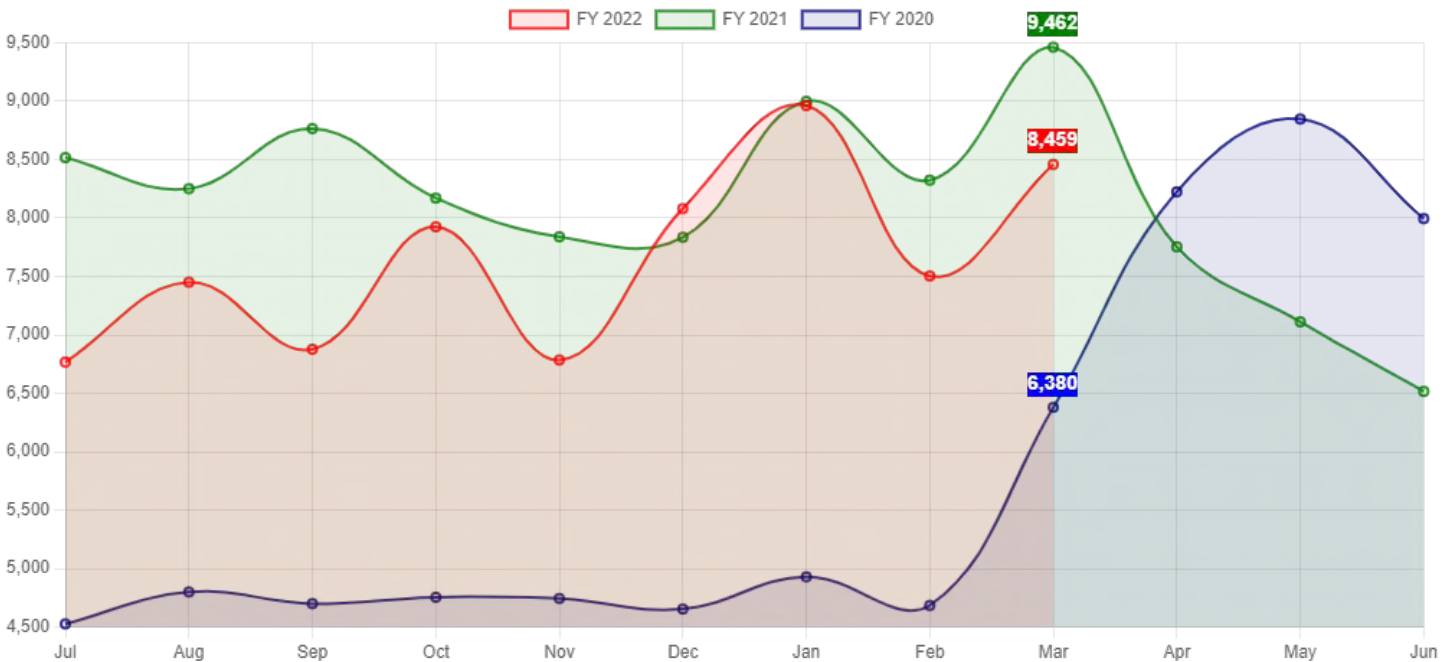
3 Year Circulation Comparison



DIGITAL CIRCULATION

Material Type	22FEB	20FEB	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
eBooks	4,407	2,764	46.42%	32,524	18,627	74.61%
eAudiobooks	2,642	1,532	72.45%	22,069	11,636	89.66%
eMagazines	1,20	1,534	-21.81%	4,294	2,049	109.57%
eVideos	546	484	12.81%	4,294	2,049	109.57%
eMusic	21	66	-68.18%	294	621	-52.66%
Total	8,459	6,380	32.59%	68,810	44,176	55.76%

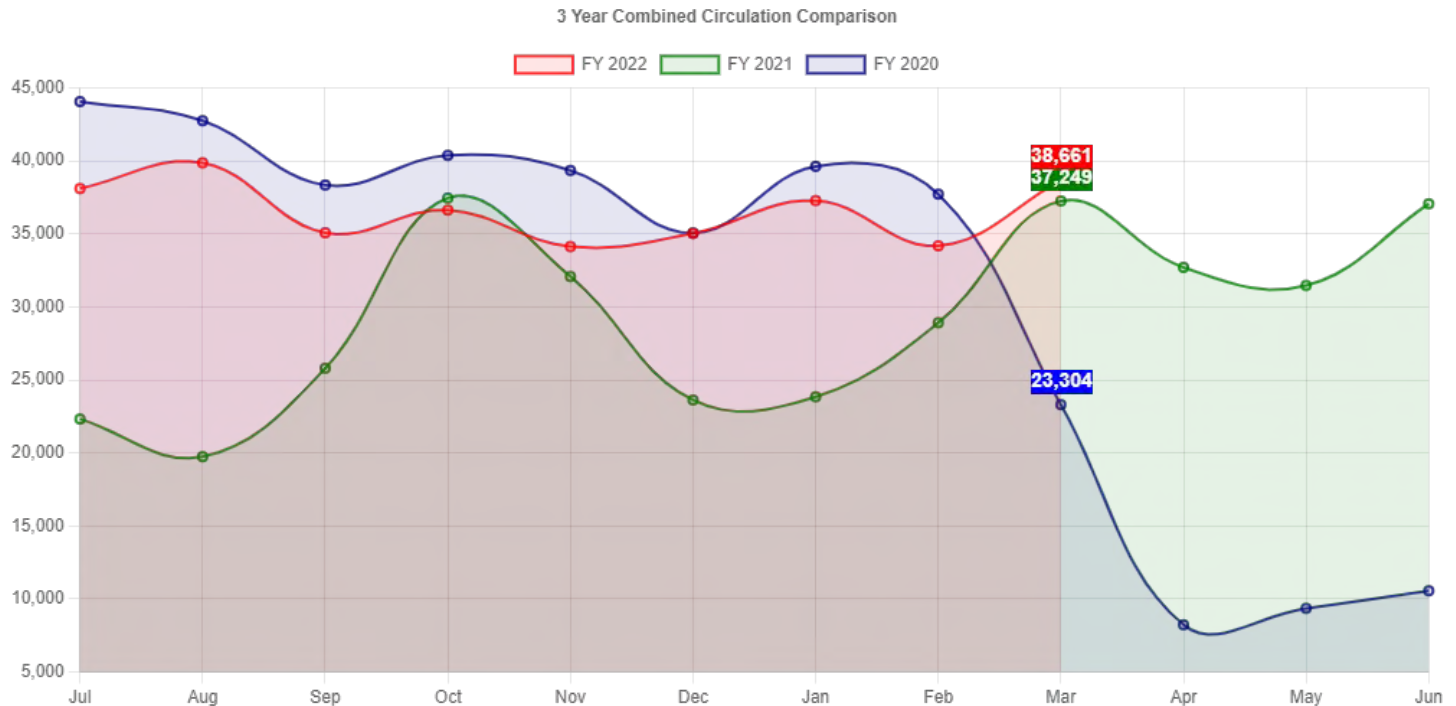
3 Year eResource Comparison



TOTAL DISTRICT CIRCULATION

22MAR District Circulation	20MAR District Circulation	Net Change
49,419	23,304	65.90%

FY21-22 YTD District Circulation	FY19-20 YTD District Circulation	Net Change
328,912	340,523	-3.41%



Collection Notes

Adult: Circulation continues to trend up! Hot topics this month were European History (up 44%), travel books (up 70%), and new DVD's and Blu-Rays (up 18% and 29%, respectively). We also had our highest month yet for digital resources!

Youth: The team started tracking in-library circulation this month and found that close to 3,000 items were read/used within the department in addition to all the items that were checked out and taken home. In addition, circulation of youth's World Languages collection tripled following a project where staff both re-labeled the items and moved them to a more visible location.

Impact Stories

- Adult Services: "I appreciate all the wonderful programs you put on during COVID on so many topics. You did an awesome job to keep us engaged, entertained, and educated!" and "I'm so glad the library is offering this type of learn-tertainmnet for patrons!"
- Youth Services: Librarian Maddy worked with a youth patron for multiple hours on a project about creativity. Her final project, with a thank you to Maddy, can be viewed online: <https://inikab.github.io/CreativeButterfly/>

- Digital Services: A patron came in and used our sewing machine and supplies to create a quilt for her newborn granddaughter that was fashioned out of her daughter's dresses from childhood. She was thrilled that we had everything she needed here—and help available—to create such a special keepsake!
- Customer Relations: A patron came in to get library cards for herself and her children and asked about program offerings. After seeing the Source and hearing about summer reading, she left with several copies for her family and said she couldn't wait to get started with all the things we offer!
- Northfield Branch: *"Librarian Amelia took great care of us and the boys had a great time making bouncy balls!"*