

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT
413 N. MILWAUKEE AVENUE
LIBERTYVILLE, ILLINOIS 60048**

August 20, 2024

Public Hearing on Budget and Appropriations Ordinance
6:15 p.m.

Board Meeting
6:30 p.m.

The regular meeting of the Board of Library Trustees of the Cook Memorial Public Library District scheduled for Tuesday, August 20, 2024 will be held in the Meeting Room at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Approval of the Minutes.
 - a. Minutes of the Regular Meeting of July 16, 2024.
6. Review of Employee Engagement Survey.
7. Approval of the Bills.
8. Report of the Director.
 - a. Statistical Report.
 - b. Narrative Report.
 - c. Personnel Report.
 - d. Investment Report.
9. Report of the President.
10. Reports of Committees and Representatives.
 - a. Finance and Employee Practices.
 - i. Approval of Budget and Appropriations Ordinance 2024-2025/1.
 - b. Policy Review.
 - c. Building and Grounds.

- d. Technology.
- e. Resources, Services and Long-Range Planning.
- g. Friends' Representative.
- h. RAILS Representative.
- i. Historical Society Representative.

11. Other Business.

12. Communications.

13. Upcoming Meetings and Events.

- a. Resources, Services and Long-Range Planning Committee meeting on Tuesday, August 27, 2024 at 6:30 p.m. at the Aspen Drive Library.
- b. Regular Board Meeting on Tuesday, September 17, 2024 at 6:30 p.m. at the Cook Park Library.
- c. Policy Review Committee meeting on Tuesday, September 24, 2024 at 5:15 p.m. at the Aspen Drive Library.

14. Public Questions.

15. Adjournment.

Deb Ader, President
Board of Library Trustees

August 16, 2024

Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (847)362-2330, by email at ADA@cooklib.org or in writing, not less than five (5) business days prior to the meeting.

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Balance Sheet by Fund - Preliminary

As of July 31, 2024

	<u>10-General</u>	<u>20-IMRF</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
ASSETS					
Current Assets					
Checking/Savings					
1000 - Cash					
10-1040 - Petty Cash	625	0	0	0	625
10-1045 - Cash on Hand - Aspen	60	0	0	0	60
10-1150 - Chase Operating A/C	2,505,879	602,845	9,919	1,149,634	4,268,277
10-1504 - Illinois Funds - General, IMRF	242,524	37,443	0	123,236	403,203
10-1509 - Wintrust MaxSafe Acct - General	3,765,077	0	0	0	3,765,077
60-1509 - Wintrust MaxSafe Acct - S/R	0	0	0	987,685	987,685
10-1550 - Chase Savings Account					
10-1551 - Chase Savings - GF	56,532	0	0	0	56,532
60-1551 - Chase Savings - SRF	0	0	0	51,174	51,174
Total 10-1550 - Chase Savings Account	<u>56,532</u>	<u>0</u>	<u>0</u>	<u>51,174</u>	<u>107,706</u>
Total 1000 - Cash	<u>6,570,697</u>	<u>640,288</u>	<u>9,919</u>	<u>2,311,729</u>	<u>9,532,633</u>
2000 - Investments					
10-1502 - Investments - General Fund					
10-1651 - Investments - Chase (GF)	1,715,000	0	0	0	1,715,000
Total 10-1502 - Investments - General Fund	<u>1,715,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,715,000</u>
60-1501 - Investments - Special Reserve					
60-1651 - Investments - Chase (SRF)	0	0	0	1,470,000	1,470,000
Total 60-1501 - Investments - Special Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,470,000</u>	<u>1,470,000</u>
Total 2000 - Investments	<u>1,715,000</u>	<u>0</u>	<u>0</u>	<u>1,470,000</u>	<u>3,185,000</u>
Total Checking/Savings	<u>8,285,697</u>	<u>640,288</u>	<u>9,919</u>	<u>3,781,729</u>	<u>12,717,633</u>
Other Current Assets					
10-1991 - Due From Staff Association	421	0	0	0	421
Total Other Current Assets	<u>421</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>421</u>
Total Current Assets	<u>8,286,118</u>	<u>640,288</u>	<u>9,919</u>	<u>3,781,729</u>	<u>12,718,054</u>
TOTAL ASSETS	<u>8,286,118</u>	<u>640,288</u>	<u>9,919</u>	<u>3,781,729</u>	<u>12,718,054</u>
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Balance Sheet by Fund - Preliminary

As of July 31, 2024

	<u>10-General</u>	<u>20-IMRF</u>	<u>50-Trust</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
20000 - Accounts Payable	0	0	0	0	0
Total Accounts Payable	0	0	0	0	0
Credit Cards					
10-2050 - Chase One Card	10,918	0	0	2,864	13,782
Total Credit Cards	10,918	0	0	2,864	13,782
Other Current Liabilities					
00-2100 - Payroll W/H & Payable					
10-2850 - Aflac Payable	185	0	0	0	185
10-2300 - IMRF Payable-Employee Medicare	32,069	0	0	0	32,069
10-2600 - IMRF Voluntary Life Insurance	448	0	0	0	448
10-2700 - Dental and Vision	3,617	0	0	0	3,617
10-2800 - CO-OP 90's Medical Plan	20,943	0	0	0	20,943
10-2900 - Other Health Care-FSA	-4,384	0	0	0	-4,384
Total 00-2100 - Payroll W/H & Payable	52,878	0	0	0	52,878
20-2300 - IMRF Payable-Employer Medicare	0	50,847	0	0	50,847
Total Other Current Liabilities	52,878	50,847	0	0	103,725
Total Current Liabilities	63,796	50,847	0	2,864	117,507
Total Liabilities	63,796	50,847	0	2,864	117,507
Equity					
00-3000 - Beginning Fund Balances					
10-3000 - Fund Balance-General Fund	3,063,217	0	0	0	3,063,217
10-3010 - Assigned FB - Computer/Tech Res	125,000	0	0	0	125,000
10-3011 - Assigned FB - Bookmobile Res.	500,000	0	0	0	500,000
20-3000 - Fund Balance - IMRF Fund	0	235,429	0	0	235,429
50-3000 - Fund Balance-Trust Fund	0	0	27,974	0	27,974
60-3000 - Fund Balance-Spec Reserve Fund	0	0	0	3,881,268	3,881,268
Total 00-3000 - Beginning Fund Balances	3,688,217	235,429	27,974	3,881,268	7,832,888
32000 - Retained Earnings	152,258	-17,833	-18,055	-105,046	11,324
Net Income	4,381,849	371,845	0	2,644	4,756,338
Total Equity	8,222,324	589,441	9,919	3,778,866	12,600,550
TOTAL LIABILITIES & EQUITY	8,286,120	640,288	9,919	3,781,730	12,718,057
UNBALANCED CLASSES	0	0	0	0	0

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Profit & Loss by Fund

	July 2024			
	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
00-4000 · Property Tax	4,942,762	436,694	0	5,379,456
00-4050 · Replacement Tax	29,161	0	0	29,161
00-4100 · Interest Earned	32,313	0	7,644	39,957
00-4200 · Other	6,219	0	0	6,219
10-4300 · Grants & Other Donations	91,026	0	0	91,026
10-4350 · Fines & Lost Materials	2,158	0	0	2,158
Total Income	<u>5,103,639</u>	<u>436,694</u>	<u>7,644</u>	<u>5,547,977</u>
Gross Profit	5,103,639	436,694	7,644	5,547,977
Expense				
10-5100 · Salaries	405,430	0	0	405,430
10-5200 · Benefits	61,270	0	0	61,270
10-5300 · Training	2,067	0	0	2,067
10-5400 · Materials	90,412	0	0	90,412
10-5600 · Supplies	4,614	0	0	4,614
10-5700 · Vehicles	562	0	0	562
10-5800 · Computer Operations	17,617	0	0	17,617
10-5900 · Utilities	455	0	0	455
10-6000 · Telephone	1,492	0	0	1,492
10-6200 · Maintenance	14,747	0	0	14,747
10-6300 · Repair	848	0	0	848
10-6400 · Insurance	4,948	0	0	4,948
10-6500 · Professional Services	3,207	0	0	3,207
10-6700 · Community Relations	3,725	0	0	3,725
10-7000 · Debt Service	110,396	0	0	110,396
20-8210 · Employer IMRF Disbursements	0	34,301	0	34,301
20-8250 · Employer Soc Security Tax Disb	0	30,549	0	30,549
Total Expense	<u>721,790</u>	<u>64,850</u>	<u>0</u>	<u>786,640</u>
Net Ordinary Income	4,381,849	371,844	7,644	4,761,337
Other Income/Expense				

COOK MEMORIAL PUBLIC LIBRARY DISTRICT
Profit & Loss by Fund

	July 2024			
	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
Other Expense				
60-9800 - Special Reserve Disbursements	0	0	5,000	5,000
Total Other Expense	0	0	5,000	5,000
Net Other Income	0	0	-5,000	-5,000
Net Income	<u>4,381,849</u>	<u>371,844</u>	<u>2,644</u>	<u>4,756,337</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

July 2024 Budget Report

	July 2024				Year To Date July 2024				Annual Budget	
	Actual	Budget	Var \$	Var %	Actual	Budget	Var \$	Var %	% of Budget	\$
<u>Income</u>										
00-4000 · Property Tax	5,379,456	858,051	4,521,405	526.94%	5,379,456	858,051	4,521,405	526.94%	52.25%	10,296,550
00-4050 · Replacement Tax	29,161	15,417	13,744	89.15%	29,161	15,417	13,744	89.15%	15.76%	185,000
00-4100 · Interest Earned	39,957	16,667	23,290	139.74%	39,957	16,667	23,290	139.74%	19.98%	200,000
00-4200 · Other	6,219	1,750	4,469	255.37%	6,219	1,750	4,469	255.37%	29.61%	21,000
10-4300 · Grants & Other Donations	91,028	7,917	83,111	1049.78%	91,028	7,917	83,111	1049.78%	0.00%	95,000
10-4350 · Fines & Lost Materials	2,158	1,250	908	72.64%	2,158	1,250	908	72.64%	14.39%	15,000
Total Income	5,547,979	901,052	4,646,927	515.72%	5,547,979	901,052	4,646,927	515.72%	51.31%	10,812,550
<u>Expenses</u>										
10-5100 · Salaries	405,430	447,304	41,874	9.36%	405,430	447,304	41,874	9.36%	7.55%	5,367,644
10-5200 · Benefits	61,270	54,617	(6,653)	-12.18%	61,270	54,617	(6,653)	-12.18%	9.35%	655,402
10-5300 · Training	2,067	5,407	3,340	61.77%	2,067	5,407	3,340	61.77%	3.19%	64,885
10-5400 · Materials	90,412	107,048	16,636	15.54%	90,412	107,048	16,636	15.54%	7.04%	1,284,575
10-5500 · Processing	0	3,927	3,927	100.00%	0	3,927	3,927	100.00%	0.00%	47,120
10-5600 · Supplies	4,614	11,508	6,894	59.91%	4,614	11,508	6,894	59.91%	3.34%	138,100
10-5700 · Vehicles	562	3,302	2,740	82.98%	562	3,302	2,740	82.98%	1.42%	39,620
10-5800 · Computer Operations	17,617	57,357	39,740	69.29%	17,617	57,357	39,740	69.29%	2.56%	688,290
10-5900 · Utilities	455	14,958	14,503	96.96%	455	14,958	14,503	96.96%	0.25%	179,500
10-6000 · Telephone	1,492	2,240	748	33.39%	1,492	2,240	748	33.39%	5.55%	26,880
10-6100 · Postage	0	1,083	1,083	100.00%	0	1,083	1,083	100.00%	0.00%	13,000
10-6200 · Maintenance	14,747	15,731	984	6.26%	14,747	15,731	984	6.26%	7.81%	188,775
10-6300 · Repair	848	10,497	9,649	91.92%	848	10,497	9,649	91.92%	0.67%	125,960
10-6400 · Insurance	4,948	6,167	1,219	19.77%	4,948	6,167	1,219	19.77%	6.69%	74,000
10-6500 · Professional Services	3,207	8,825	5,618	63.66%	3,207	8,825	5,618	63.66%	3.03%	105,900
10-6600 · Improvements	0	8,838	8,838	100.00%	0	8,838	8,838	100.00%	0.00%	106,055
10-6700 · Community Relations	3,725	16,401	12,676	77.29%	3,725	16,401	12,676	77.29%	1.89%	196,805
10-6900 · Contingency	0	4,167	4,167	100.00%	0	4,167	4,167	100.00%	0.00%	50,000
10-7000 · Debt Service	110,396	81,833	(28,563)	-34.90%	110,396	81,833	(28,563)	-34.90%	11.24%	982,000
20-8210 · Employer IMRF Disbursements	34,301	43,833	9,532	21.75%	34,301	43,833	9,532	21.75%	6.52%	526,000
20-8250 · Employer Soc Security Tax Disb	30,549	33,667	3,118	9.26%	30,549	33,667	3,118	9.26%	7.56%	404,000
Total Expenses	786,640	938,710	152,070	16.20%	786,640	938,710	152,070	16.20%	6.98%	11,264,511
Net Ordinary Income/Expense	4,761,339				4,761,339					
<u>Other Expense</u>										
10-9500 · Other Expense	-				-					
50-8500 · Trust Disbursements	-				-					
60-9800 · Special Reserve Disbursements	5,000				5,000					
Total Other Expense	5,000				5,000					
Net Other Income/(Expense)	(5,000)				(5,000)					
Net Income	4,756,339				4,756,339					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT Bills Paid Summary By Fund - Preliminary

July 11 through August 9, 2024

	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
00-4000 · Property Tax	5,027,674.26	444,195.65	0.00	5,471,869.91
00-4100 · Interest Earned	32,313.33	0.00	7,643.78	39,957.11
00-4200 · Other	5,611.61	0.00	0.00	5,611.61
10-4350 · Fines & Lost Materials	1,871.02	0.00	0.00	1,871.02
Total Income	<u>5,067,470.22</u>	<u>444,195.65</u>	<u>7,643.78</u>	<u>5,519,309.65</u>
Gross Profit	5,067,470.22	444,195.65	7,643.78	5,519,309.65
Expense				
10-5100 · Salaries	607,367.90	0.00	0.00	607,367.90
10-5200 · Benefits	61,954.43	0.00	0.00	61,954.43
10-5300 · Training	7,615.13	0.00	0.00	7,615.13
10-5400 · Materials	96,111.76	0.00	0.00	96,111.76
10-5600 · Supplies	4,710.33	0.00	0.00	4,710.33
10-5700 · Vehicles	852.50	0.00	0.00	852.50
10-5800 · Computer Operations	28,256.69	0.00	0.00	28,256.69
10-5900 · Utilities	29,005.03	0.00	0.00	29,005.03
10-6000 · Telephone	1,492.05	0.00	0.00	1,492.05
10-6200 · Maintenance	8,652.76	0.00	0.00	8,652.76
10-6300 · Repair	4,159.80	0.00	0.00	4,159.80
10-6400 · Insurance	4,948.00	0.00	0.00	4,948.00
10-6500 · Professional Services	6,251.84	0.00	0.00	6,251.84
10-6600 · Improvements	1,788.75	0.00	0.00	1,788.75
10-6700 · Community Relations	7,283.79	0.00	0.00	7,283.79
10-7000 · Debt Service	110,396.35	0.00	0.00	110,396.35
20-8210 · Employer IMRF Disbursements	0.00	51,008.50	0.00	51,008.50
20-8250 · Employer Soc Security Tax Disb	0.00	45,567.51	0.00	45,567.51
Total Expense	<u>980,847.11</u>	<u>96,576.01</u>	<u>0.00</u>	<u>1,077,423.12</u>
Net Ordinary Income	4,086,623.11	347,619.64	7,643.78	4,441,886.53
Other Income/Expense				
Other Expense				

COOK MEMORIAL PUBLIC LIBRARY DISTRICT Bills Paid Summary By Fund - Preliminary

July 11 through August 9, 2024

	<u>10-General</u>	<u>20-IMRF</u>	<u>60-Special Reserve</u>	<u>TOTAL</u>
60-9800 - Special Reserve Disbursements	0.00	0.00	5,000.00	5,000.00
Total Other Expense	0.00	0.00	5,000.00	5,000.00
Net Other Income	0.00	0.00	-5,000.00	-5,000.00
Net Income	<u>4,086,623.11</u>	<u>347,619.64</u>	<u>2,643.78</u>	<u>4,436,886.53</u>

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Ordinary Income/Expense					
Income					
00-4000 - Property Tax					
10-4000 - Property Tax General					
	General Journal	07/12/2024	3714	69,053.32	69,053.32
	General Journal	07/12/2024	3714	126.81	69,180.13
	General Journal	07/26/2024	3716	63,044.58	132,224.71
	General Journal	07/26/2024	3716	125.53	132,350.24
	General Journal	07/31/2024	3726	4,801,242.87	4,933,593.11
	General Journal	07/31/2024	3726	9,169.32	4,942,762.43
	General Journal	08/09/2024	3728	84,750.81	5,027,513.24
	General Journal	08/09/2024	3728	161.02	5,027,674.26
Total 10-4000 - Property Tax General				5,027,674.26	5,027,674.26
20-4000 - Property Tax IMRF					
	General Journal	07/12/2024	3714	6,114.13	6,114.13
	General Journal	07/26/2024	3716	5,574.87	11,689.00
	General Journal	07/31/2024	3726	425,004.85	436,693.85
	General Journal	08/09/2024	3728	7,501.80	444,195.65
Total 20-4000 - Property Tax IMRF				444,195.65	444,195.65
Total 00-4000 - Property Tax				5,471,869.91	5,471,869.91
00-4100 - Interest Earned					
60-3109 - Interest-Wintrust MaxSafe - S/R					
	General Journal	07/31/2024	3719	4,784.09	4,784.09
Total 60-3109 - Interest-Wintrust MaxSafe - S/R				4,784.09	4,784.09
10-3109 - Interest-Wintrust MaxSafe - Gen					
	General Journal	07/31/2024	3719	18,405.88	18,405.88
Total 10-3109 - Interest-Wintrust MaxSafe - Gen				18,405.88	18,405.88
10-3180 - Interest - Money Market Fund					
	General Journal	07/31/2024	3719	1,817.53	1,817.53
Total 10-3180 - Interest - Money Market Fund				1,817.53	1,817.53
10-4100 - Interest Earned-General Fund					
10-4101 - Interest Income - Chase Savings					
	General Journal	07/31/2024	3719	1.01	1.01

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Total 10-4101 · Interest Income - Chase Savings				1.01	1.01
10-4102 · Interest Income - Chase CD's					
General Journal	07/31/2024	3723		10,115.48	10,115.48
General Journal	07/31/2024	3723		966.58	11,082.06
General Journal	07/31/2024	3723		1,006.85	12,088.91
Total 10-4102 · Interest Income - Chase CD's				12,088.91	12,088.91
Total 10-4100 · Interest Earned-General Fund				12,089.92	12,089.92
60-4100 · Interest Earned Special Reserve					
60-4101 · Interest Income - Chase Savings					
General Journal	07/31/2024	3719		0.91	0.91
Total 60-4101 · Interest Income - Chase Savings				0.91	0.91
60-4102 · Interest Income - Chase CD's					
General Journal	07/31/2024	3723		886.03	886.03
General Journal	07/31/2024	3723		1,057.19	1,943.22
General Journal	07/31/2024	3723		915.56	2,858.78
Total 60-4102 · Interest Income - Chase CD's				2,858.78	2,858.78
Total 60-4100 · Interest Earned Special Reserve				2,859.69	2,859.69
Total 00-4100 · Interest Earned				39,957.11	39,957.11
00-4200 · Other					
10-4660 · Developer Fees					
Deposit	07/30/2024			3,304.00	3,304.00
Total 10-4660 · Developer Fees				3,304.00	3,304.00
10-4450 · Copy Machine Income					
10-4451 · Aspen - Print/Copy Station					
Deposit	07/30/2024			1,182.70	1,182.70
Total 10-4451 · Aspen - Print/Copy Station				1,182.70	1,182.70
10-4452 · Cook Park - Print/Copy Station					
Deposit	07/30/2024			898.86	898.86
Total 10-4452 · Cook Park - Print/Copy Station				898.86	898.86
Total 10-4450 · Copy Machine Income				2,081.56	2,081.56
10-4500 · Misc - General Account					
Deposit	07/23/2024			156.00	156.00
Deposit	07/23/2024			220.00	376.00

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
	General Journal	08/09/2024	3731	-149.95	226.05
Total 10-4500 · Misc - General Account				226.05	226.05
Total 00-4200 · Other				5,611.61	5,611.61
10-4350 · Fines & Lost Materials					
	Bill	07/19/2024	LOST/PAID - 071524	-79.96	-79.96
	Bill	07/19/2024	LOST/PAID - 070924	-30.00	-109.96
	Deposit	07/23/2024		34.40	-75.56
	Deposit	07/23/2024		466.32	390.76
	Deposit	07/23/2024		28.50	419.26
	Deposit	07/23/2024		151.52	570.78
	Bill	07/26/2024	LOST/PAID - 072224	-14.14	556.64
	General Journal	07/31/2024	3719	1,628.74	2,185.38
	General Journal	07/31/2024	3721	-195.20	1,990.18
	Bill	08/02/2024	LOST/PAID - 072924	-9.99	1,980.19
	Bill	08/02/2024	LOST/PAID - 072624	-12.99	1,967.20
	Bill	08/02/2024	LOST/PAID - 072424	-16.00	1,951.20
	Bill	08/09/2024	LOST/PAID - 080224	-15.74	1,935.46
	Bill	08/09/2024	LOST/PAID - 080524	-28.55	1,906.91
	Bill	08/09/2024	LOST/PAID-053124 RI	-27.07	1,879.84
	Bill	08/09/2024	LOST/PID - 073024	-18.00	1,861.84
	Bill	08/09/2024	LOST/PAID - 080524	-17.89	1,843.95
	General Journal	08/09/2024	3729	27.07	1,871.02
Total 10-4350 · Fines & Lost Materials				1,871.02	1,871.02
Total Income				5,519,309.65	5,519,309.65
Gross Profit				5,519,309.65	5,519,309.65
Expense					
10-5100 · Salaries					
10-5110 · Administration Salaries					
	General Journal	07/12/2024	3713	46,172.30	46,172.30
	General Journal	07/26/2024	3717	46,487.16	92,659.46
	General Journal	08/09/2024	3727	47,130.94	139,790.40
Total 10-5110 · Administration Salaries				139,790.40	139,790.40
10-5120 · Adult Salaries					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

Type	Date	Num	Paid Amount	Balance
General Journal	07/12/2024	3713	35,521.39	35,521.39
General Journal	07/26/2024	3717	35,816.46	71,337.85
General Journal	08/09/2024	3727	36,187.38	107,525.23
Total 10-5120 · Adult Salaries			107,525.23	107,525.23
10-5130 · Children's Salaries				
General Journal	07/12/2024	3713	34,721.41	34,721.41
General Journal	07/26/2024	3717	35,947.21	70,668.62
General Journal	08/09/2024	3727	34,063.60	104,732.22
Total 10-5130 · Children's Salaries			104,732.22	104,732.22
10-5140 · Circulation Salaries				
General Journal	07/12/2024	3713	30,743.77	30,743.77
General Journal	07/26/2024	3717	29,820.96	60,564.73
General Journal	08/09/2024	3727	30,334.66	90,899.39
Total 10-5140 · Circulation Salaries			90,899.39	90,899.39
10-5145 · Maintenance Salaries				
General Journal	07/12/2024	3713	9,676.06	9,676.06
General Journal	07/26/2024	3717	8,717.36	18,393.42
General Journal	08/09/2024	3727	7,721.84	26,115.26
Total 10-5145 · Maintenance Salaries			26,115.26	26,115.26
10-5150 · ILL Salaries				
General Journal	07/12/2024	3713	4,453.75	4,453.75
General Journal	07/26/2024	3717	4,424.94	8,878.69
General Journal	08/09/2024	3727	4,498.43	13,377.12
Total 10-5150 · ILL Salaries			13,377.12	13,377.12
10-5155 · Outreach Salaries				
General Journal	07/12/2024	3713	10,709.19	10,709.19
General Journal	07/26/2024	3717	10,641.33	21,350.52
General Journal	08/09/2024	3727	10,865.81	32,216.33
Total 10-5155 · Outreach Salaries			32,216.33	32,216.33
10-5160 · Tech Services Salaries				
General Journal	07/12/2024	3713	23,772.66	23,772.66
General Journal	07/26/2024	3717	24,061.99	47,834.65
General Journal	08/09/2024	3727	23,947.09	71,781.74

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Total 10-5160 · Tech Services Salaries				71,781.74	71,781.74
10-5165 · Shelvers Salaries					
	General Journal	07/12/2024	3713	7,113.69	7,113.69
	General Journal	07/26/2024	3717	6,628.41	13,742.10
	General Journal	08/09/2024	3727	7,188.11	20,930.21
Total 10-5165 · Shelvers Salaries				20,930.21	20,930.21
Total 10-5100 · Salaries				607,367.90	607,367.90
10-5200 · Benefits					
10-5210 · Health Insurance					
	Bill	07/19/2024	P65753 - JUNE 2024	39,699.20	39,699.20
	Bill	07/19/2024	P65753 - JUNE 2024	7,032.80	46,732.00
	Deposit	07/30/2024		-44.12	46,687.88
	General Journal	07/31/2024	3724	141.86	46,829.74
	General Journal	07/31/2024	3724	185.93	47,015.67
	General Journal	07/31/2024	3724	456.09	47,471.76
	General Journal	07/31/2024	3724	126.78	47,598.54
	General Journal	07/31/2024	3724	100.00	47,698.54
	Bill	08/02/2024	865594 - AUG 2024	7,625.46	55,324.00
	Bill	08/02/2024	865594 - AUG 2024	1,718.88	57,042.88
	Bill	08/02/2024	MEX45 - JULY 24	138.78	57,181.66
	Bill	08/02/2024	5047 - AUGUST 24	224.00	57,405.66
Total 10-5210 · Health Insurance				57,405.66	57,405.66
10-5220 · Dental/Vision Insurance					
	Bill	07/19/2024	10438 - JUNE 2024	3,375.30	3,375.30
	Bill	07/19/2024	10438 - JUNE 2024	1,209.70	4,585.00
	Bill	07/26/2024	104381 - AUGUST 2024	3.28	4,588.28
	Bill	07/26/2024	104381 - AUGUST 2024	29.34	4,617.62
	Bill	07/26/2024	10438 - AUGUST 2024	295.01	4,912.63
	Bill	07/26/2024	10438 - AUGUST 2024	97.82	5,010.45
	Deposit	07/30/2024		-51.19	4,959.26
	Deposit	07/30/2024		-51.19	4,908.07
	Deposit	07/30/2024		-51.19	4,856.88
	Deposit	07/30/2024		-1,033.00	3,823.88

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
	General Journal	07/31/2024	3720	-805.15	3,018.73
Total 10-5220 · Dental/Vision Insurance				3,018.73	3,018.73
10-5230 · Unemployment Compensation					
	Bill	08/09/2024	2ND QTR - 2024	996.85	996.85
Total 10-5230 · Unemployment Compensation				996.85	996.85
10-5240 · Life Insurance					
	Bill	07/26/2024	034963 - AUGUST 24	211.44	211.44
Total 10-5240 · Life Insurance				211.44	211.44
10-5270 · LTD Insurance					
	Bill	07/26/2024	034963 - AUGUST 24	321.75	321.75
Total 10-5270 · LTD Insurance				321.75	321.75
Total 10-5200 · Benefits				61,954.43	61,954.43
10-5300 · Training					
10-5310 · Workshops					
10-5311 · Workshops - Admin					
	Credit Card Charge	07/31/2024	071624	280.00	280.00
Total 10-5311 · Workshops - Admin				280.00	280.00
10-5312 · Workshops - Adults					
	Bill	07/19/2024	JULY 11, 2024	100.00	100.00
Total 10-5312 · Workshops - Adults				100.00	100.00
10-5318 · Workshops - Tech Services					
	Credit Card Charge	07/31/2024	072924	35.00	35.00
Total 10-5318 · Workshops - Tech Services				35.00	35.00
Total 10-5310 · Workshops				415.00	415.00
10-5330 · Memberships					
10-5338 · Memberships - Tech Services					
	Credit Card Charge	07/31/2024	072924	40.00	40.00
Total 10-5338 · Memberships - Tech Services				40.00	40.00
Total 10-5330 · Memberships				40.00	40.00
10-5350 · Conferences					
10-5351 · Conferences - Admin					
	Credit Card Charge	07/31/2024	070124	260.00	260.00
	Credit Card Charge	07/31/2024	071524	450.00	710.00

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
	Credit Card Charge	07/31/2024	071524	450.00	1,160.00
	Credit Card Charge	08/01/2024	073024	155.00	1,315.00
Total 10-5351 · Conferences - Admin				1,315.00	1,315.00
Total 10-5350 · Conferences				1,315.00	1,315.00
10-5360 · Personnel Tools					
	Bill	08/09/2024	1022	5,750.00	5,750.00
Total 10-5360 · Personnel Tools				5,750.00	5,750.00
10-5365 · Staff Recognition					
	Bill	07/26/2024	061924-071524	45.13	45.13
	Credit Card Charge	07/31/2024	072624	130.98	176.11
	Bill	08/02/2024	JULY 2024	68.97	245.08
	General Journal	08/09/2024	3731	-149.95	95.13
Total 10-5365 · Staff Recognition				95.13	95.13
Total 10-5300 · Training				7,615.13	7,615.13
10-5400 · Materials					
10-5410 · Books - Adult					
	Bill	07/19/2024	2107447	33.66	33.66
	Bill	07/26/2024	2106004	62.92	96.58
	Bill	07/26/2024	2106756	31.46	128.04
	Bill	07/26/2024	2107565	59.92	187.96
	Bill	07/26/2024	2038409374	218.42	406.38
	Bill	07/26/2024	2038391707	996.32	1,402.70
	Bill	07/26/2024	2038398325	80.68	1,483.38
	Bill	07/26/2024	2038397836	11.54	1,494.92
	Bill	07/26/2024	2038413820	109.91	1,604.83
	Bill	07/26/2024	2038412500	52.72	1,657.55
	Bill	07/26/2024	2108100	29.96	1,687.51
	Bill	07/26/2024	984667881	53.58	1,741.09
	Bill	07/26/2024	84662066	59.18	1,800.27
	Bill	07/26/2024	84652997	106.48	1,906.75
	Bill	07/26/2024	2038403009	57.80	1,964.55
	Bill	07/26/2024	2038421806	113.64	2,078.19
	Bill	07/26/2024	2038400302	1,108.13	3,186.32

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

Type	Date	Num	Paid Amount	Balance
Bill	07/26/2024	2038397845	197.65	3,383.97
Bill	07/26/2024	2038403008	147.10	3,531.07
Bill	07/26/2024	2038395701	415.33	3,946.40
Bill	07/26/2024	2038420912	476.18	4,422.58
Bill	07/26/2024	2038418217	149.84	4,572.42
Bill	07/26/2024	84674919	57.58	4,630.00
Bill	07/26/2024	84668670	163.95	4,793.95
Bill	07/26/2024	84663232	582.22	5,376.17
Bill	07/26/2024	84679074	60.78	5,436.95
Bill	07/26/2024	2038404111	1,128.82	6,565.77
Bill	07/26/2024	2038412479	168.61	6,734.38
Bill	07/26/2024	18751	635.83	7,370.21
Bill	07/26/2024	2038412543	409.16	7,779.37
Bill	07/26/2024	2038416644	325.74	8,105.11
Bill	07/26/2024	2038409486	429.15	8,534.26
Bill	07/26/2024	2038409047	542.89	9,077.15
Bill	07/26/2024	JULY 12, 2024	36.25	9,113.40
Credit Card Charge	07/31/2024	070324	32.00	9,145.40
Credit Card Charge	07/31/2024	070324	16.32	9,161.72
Credit Card Charge	07/31/2024	070224	9.39	9,171.11
Credit Card Charge	07/31/2024	070724	75.68	9,246.79
Credit Card Charge	07/31/2024	070924	19.79	9,266.58
Credit Card Charge	07/31/2024	071124	28.87	9,295.45
Credit Card Charge	07/31/2024	071124	89.97	9,385.42
Credit Card Charge	07/31/2024	070924	15.10	9,400.52
Credit Card Charge	07/31/2024	071824	27.19	9,427.71
Credit Card Charge	07/31/2024	072024	40.07	9,467.78
Credit Card Charge	07/31/2024	071624	38.97	9,506.75
Credit Card Charge	07/31/2024	071624	31.98	9,538.73
Credit Card Charge	07/31/2024	072124	21.68	9,560.41
Credit Card Charge	07/31/2024	072224	85.77	9,646.18
Credit Card Charge	07/31/2024	072224	84.39	9,730.57
Credit Card Charge	07/31/2024	072224	286.50	10,017.07

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

Type	Date	Num	Paid Amount	Balance
Credit Card Charge	07/31/2024	072224	62.67	10,079.74
Credit Card Charge	07/31/2024	072224	61.26	10,141.00
Credit Card Charge	07/31/2024	072224	179.03	10,320.03
Credit Card Charge	07/31/2024	072424	80.99	10,401.02
Credit Card Charge	07/31/2024	072224	90.88	10,491.90
Credit Card Charge	07/31/2024	072324	47.67	10,539.57
Credit Card Charge	07/31/2024	072524	19.98	10,559.55
Credit Card Charge	07/31/2024	072324	47.94	10,607.49
Credit Card Charge	07/31/2024	072324	53.12	10,660.61
Credit Card Charge	08/01/2024	073024	140.49	10,801.10
Credit Card Charge	08/01/2024	073024	23.77	10,824.87
Total 10-5410 · Books - Adult			10,824.87	10,824.87
10-5415 · Books - Juvenile				
Bill	07/26/2024	2038405657	167.22	167.22
Bill	07/26/2024	2038405956	365.87	533.09
Bill	07/26/2024	203802875	325.64	858.73
Bill	07/26/2024	2038398957	186.61	1,045.34
Bill	07/26/2024	2038400690	62.17	1,107.51
Bill	07/26/2024	2038397836	535.95	1,643.46
Bill	07/26/2024	2038413947	261.70	1,905.16
Bill	07/26/2024	2038417884	220.14	2,125.30
Bill	07/26/2024	2038412001	463.93	2,589.23
Bill	07/26/2024	2038418252	363.28	2,952.51
Bill	07/26/2024	2038423019	219.42	3,171.93
Bill	07/26/2024	2038431153	349.92	3,521.85
Credit Card Charge	07/31/2024	070224	58.52	3,580.37
Credit Card Credit	07/31/2024	071524	-43.98	3,536.39
Credit Card Charge	07/31/2024	072524	15.99	3,552.38
Total 10-5415 · Books - Juvenile			3,552.38	3,552.38
10-5420 · Audio/Visual - Adult				
Bill	07/26/2024	505739949	1,442.95	1,442.95
Bill	07/26/2024	505710496	275.91	1,718.86
Bill	07/26/2024	505749802	221.70	1,940.56

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
	Bill	07/26/2024	505772014	1,428.18	3,368.74
	Bill	07/26/2024	505781360	251.16	3,619.90
	Credit Card Charge	07/31/2024	070224	60.97	3,680.87
Total 10-5420 · Audio/Visual - Adult				3,680.87	3,680.87
10-5425 · Audio/Visual - Juvenile					
	Bill	07/26/2024	505739949	46.47	46.47
	Bill	07/26/2024	505772014	111.71	158.18
Total 10-5425 · Audio/Visual - Juvenile				158.18	158.18
10-5435 · Games - Children					
	Bill	07/26/2024	015635	182.03	182.03
	Bill	07/26/2024	015636	236.14	418.17
	Credit Card Charge	07/31/2024	070224	19.93	438.10
	Credit Card Charge	07/31/2024	071524	129.90	568.00
Total 10-5435 · Games - Children				568.00	568.00
10-5440 · Periodicals - Adult					
	Bill	07/26/2024	CMPL - 2024/2025	35.00	35.00
	Credit Card Charge	07/31/2024	070324	551.20	586.20
	Credit Card Charge	07/31/2024	071024	26.00	612.20
	Credit Card Charge	07/31/2024	071024	155.92	768.12
	Credit Card Charge	07/31/2024	071024	26.00	794.12
	Credit Card Charge	07/31/2024	072224	767.05	1,561.17
	Credit Card Charge	07/31/2024	072424	25.00	1,586.17
	Credit Card Charge	07/31/2024	072424	25.00	1,611.17
Total 10-5440 · Periodicals - Adult				1,611.17	1,611.17
10-5450 · Circulating Technologies					
10-5453 · Circ Tech - Subscriptions					
	Credit Card Charge	07/31/2024	070124	17.99	17.99
	Credit Card Charge	07/31/2024	070424	17.99	35.98
	Credit Card Charge	07/31/2024	070224	6.00	41.98
	Credit Card Charge	07/31/2024	072624	6.99	48.97
	Credit Card Charge	07/31/2024	072824	22.99	71.96
	Credit Card Charge	07/31/2024	070224	8.99	80.95
	Credit Card Charge	07/31/2024	071324	79.99	160.94

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Total 10-5453 · Circ Tech - Subscriptions				160.94	160.94
Total 10-5450 · Circulating Technologies				160.94	160.94
10-5490 · Electronic Services					
10-5491 · Online Databases					
10-5492 · Online Databases - Adults					
Bill		07/19/2024	133241	5,543.00	5,543.00
Bill		07/19/2024	1000233701-1	775.00	6,318.00
Bill		07/19/2024	12386	1,500.00	7,818.00
Bill		07/19/2024	84604197	2,851.00	10,669.00
Bill		07/26/2024	70829757	13,792.22	24,461.22
Bill		07/26/2024	367ED8082425	3,120.00	27,581.22
Bill		07/26/2024	RN1137400	8,590.00	36,171.22
Bill		08/09/2024	12554	7,614.00	43,785.22
Total 10-5492 · Online Databases - Adults				43,785.22	43,785.22
Total 10-5491 · Online Databases				43,785.22	43,785.22
10-5494 · Digital Popular Materials					
10-5495 · Dig. Popular Materials - Adults					
Bill		07/19/2024	406379 - PPU	585.00	585.00
Bill		07/26/2024	505700492	12,039.43	12,624.43
Bill		07/26/2024	1000383241	4,999.96	17,624.39
Bill		07/26/2024	H-0105649	3,000.00	20,624.39
Bill		07/26/2024	H-0105649	9,000.00	29,624.39
Bill		07/26/2024	07001CO24201297	787.52	30,411.91
Bill		07/26/2024	07001CO24201308	406.14	30,818.05
Bill		07/26/2024	07001CO24201305	584.86	31,402.91
Bill		07/26/2024	07001CO24201291	335.97	31,738.88
Total 10-5495 · Dig. Popular Materials - Adults				31,738.88	31,738.88
Total 10-5494 · Digital Popular Materials				31,738.88	31,738.88
Total 10-5490 · Electronic Services				75,524.10	75,524.10
10-5497 · Interlibrary Loan Fees					
Bill		07/19/2024	225528988	15.99	15.99
Bill		08/09/2024	30455	15.26	31.25
Total 10-5497 · Interlibrary Loan Fees				31.25	31.25

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Total 10-5400 · Materials				96,111.76	96,111.76
10-5600 · Supplies					
10-5611 · Supplies - Admin					
	Credit Card Charge	07/31/2024	072324	150.00	150.00
Total 10-5611 · Supplies - Admin				150.00	150.00
10-5612 · Supplies - Adults					
	Credit Card Charge	07/31/2024	071924	144.92	144.92
Total 10-5612 · Supplies - Adults				144.92	144.92
10-5613 · Supplies - Children's					
	Credit Card Charge	07/31/2024	070324	55.74	55.74
	Credit Card Charge	07/31/2024	071024	13.22	68.96
	Credit Card Charge	07/31/2024	071024	54.37	123.33
	Credit Card Credit	07/31/2024	072324	-60.06	63.27
	Credit Card Charge	07/31/2024	072424	117.76	181.03
Total 10-5613 · Supplies - Children's				181.03	181.03
10-5614 · Supplies - Circulation					
	Credit Card Charge	07/31/2024	070324	7.98	7.98
Total 10-5614 · Supplies - Circulation				7.98	7.98
10-5615 · Supplies - Maintenance					
	Bill	07/26/2024	062424-062824	224.62	224.62
	Bill	07/26/2024	062424-062824	263.72	488.34
	Credit Card Charge	07/31/2024	070224	159.40	647.74
	Credit Card Charge	07/31/2024	070524	1,140.00	1,787.74
	Credit Card Charge	07/31/2024	070924	164.00	1,951.74
	Bill	08/09/2024	486548	17.50	1,969.24
Total 10-5615 · Supplies - Maintenance				1,969.24	1,969.24
10-5616 · Supplies - ILL					
	Credit Card Charge	07/31/2024	071924	36.00	36.00
Total 10-5616 · Supplies - ILL				36.00	36.00
10-5617 · Supplies - Outreach					
	Credit Card Charge	07/31/2024	070324	36.25	36.25
Total 10-5617 · Supplies - Outreach				36.25	36.25
10-5618 · Supplies - Tech Services					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

Type	Date	Num	Paid Amount	Balance
Credit Card Charge	07/31/2024	070124	541.53	541.53
Credit Card Charge	07/31/2024	070324	355.08	896.61
Credit Card Charge	07/31/2024	070524	92.96	989.57
Credit Card Charge	07/31/2024	070924	354.00	1,343.57
Credit Card Charge	07/31/2024	071024	110.14	1,453.71
Credit Card Charge	07/31/2024	072424	60.00	1,513.71
Credit Card Charge	07/31/2024	072624	205.79	1,719.50
Total 10-5618 · Supplies - Tech Services			1,719.50	1,719.50
10-5660 · Supplies - Computer				
Credit Card Charge	07/31/2024	070924	269.94	269.94
Total 10-5660 · Supplies - Computer			269.94	269.94
10-5680 · Supplies - Staff Room				
Bill	07/26/2024	061924-071524	12.88	12.88
Credit Card Charge	07/31/2024	070324	7.56	20.44
Credit Card Charge	07/31/2024	071724	16.79	37.23
Credit Card Charge	07/31/2024	072324	79.12	116.35
Credit Card Charge	08/01/2024	073024	79.12	195.47
Total 10-5680 · Supplies - Staff Room			195.47	195.47
Total 10-5600 · Supplies			4,710.33	4,710.33
10-5700 · Vehicles				
10-5710 · Bookmobile Fuel				
Bill	08/02/2024	122	184.40	184.40
Total 10-5710 · Bookmobile Fuel			184.40	184.40
10-5730 · Bookmobile Delivery Service				
Bill	07/26/2024	JULY 23 - DEC 23	266.19	266.19
Bill	07/26/2024	JAN 24-JUNE 24	296.03	562.22
Total 10-5730 · Bookmobile Delivery Service			562.22	562.22
10-5750 · Van Fuel				
Bill	08/02/2024	122	105.88	105.88
Total 10-5750 · Van Fuel			105.88	105.88
Total 10-5700 · Vehicles			852.50	852.50
10-5800 · Computer Operations				
10-5865 · Remote Communications Expenses				

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
	Bill	08/09/2024	JULY 2024	10.00	10.00
Total 10-5865 · Remote Communications Expenses				10.00	10.00
10-5830 · Replacement Hardware/Software					
10-5831 · Rep Hrdwre/Sftwre - Admin					
	Bill	07/19/2024	12402	15,000.00	15,000.00
	Credit Card Charge	07/31/2024	071224	191.88	15,191.88
	Credit Card Charge	07/31/2024	071924	449.99	15,641.87
	Credit Card Credit	07/31/2024	072724	-6.19	15,635.68
	Credit Card Charge	07/31/2024	070824	99.00	15,734.68
	Credit Card Charge	07/31/2024	070424	225.00	15,959.68
	Credit Card Charge	08/01/2024	080124	7.00	15,966.68
	Bill	08/09/2024	2978	11,270.00	27,236.68
Total 10-5831 · Rep Hrdwre/Sftwre - Admin				27,236.68	27,236.68
10-5833 · Rep Hrdwre/Sftwre - Children's					
	Credit Card Credit	07/31/2024	070124	-39.99	-39.99
Total 10-5833 · Rep Hrdwre/Sftwre - Children's				-39.99	-39.99
Total 10-5830 · Replacement Hardware/Software				27,196.69	27,196.69
10-5860 · Internet					
	Credit Card Charge	07/31/2024	072724	1,050.00	1,050.00
Total 10-5860 · Internet				1,050.00	1,050.00
Total 10-5800 · Computer Operations				28,256.69	28,256.69
10-5900 · Utilities					
10-5910 · Electricity					
10-5911 · Electricity - Aspen					
	Credit Card Charge	08/01/2024	073124	5,812.30	5,812.30
	Credit Card Charge	08/01/2024	073124	149.85	5,962.15
	Bill	08/02/2024	68764384701	6,396.86	12,359.01
Total 10-5911 · Electricity - Aspen				12,359.01	12,359.01
10-5912 · Electricity - Cook Park					
	Bill	08/02/2024	67862745601 - 031124	7,656.39	7,656.39
	Bill	08/02/2024	68725967501	8,534.56	16,190.95
Total 10-5912 · Electricity - Cook Park				16,190.95	16,190.95
Total 10-5910 · Electricity				28,549.96	28,549.96

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
10-5930 - Water					
10-5931 - Water - Aspen					
	General Journal	07/31/2024	3722	455.07	455.07
Total 10-5931 - Water - Aspen				455.07	455.07
Total 10-5930 - Water				455.07	455.07
Total 10-5900 - Utilities				29,005.03	29,005.03
10-6000 - Telephone					
10-6010 - Telephone					
	Bill	07/19/2024	55309	1,077.27	1,077.27
	Credit Card Charge	07/31/2024	071324	331.83	1,409.10
Total 10-6010 - Telephone				1,409.10	1,409.10
10-6020 - Bookmobile - Telephone					
	General Journal	07/31/2024	3722	82.95	82.95
Total 10-6020 - Bookmobile - Telephone				82.95	82.95
Total 10-6000 - Telephone				1,492.05	1,492.05
10-6200 - Maintenance					
10-6210 - Janitorial Service					
10-6211 - Janitorial Service - Aspen					
	Bill	07/26/2024	C27569	2,625.00	2,625.00
Total 10-6211 - Janitorial Service - Aspen				2,625.00	2,625.00
10-6212 - Janitorial Service - Cook Park					
	Bill	07/26/2024	C27569	4,250.00	4,250.00
Total 10-6212 - Janitorial Service - Cook Park				4,250.00	4,250.00
Total 10-6210 - Janitorial Service				6,875.00	6,875.00
10-6220 - Landscaping Service					
10-6221 - Landscaping - Aspen					
	Credit Card Charge	08/01/2024	073124	289.00	289.00
Total 10-6221 - Landscaping - Aspen				289.00	289.00
Total 10-6220 - Landscaping Service				289.00	289.00
10-6250 - Miscellaneous					
10-6251 - Misc. Maintenance - Aspen					
	Bill	07/26/2024	6707	205.20	205.20
	Credit Card Charge	08/01/2024	073124	93.40	298.60

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Total 10-6251 · Misc. Maintenance - Aspen				298.60	298.60
10-6252 · Misc. Maintenance - Cook Park					
Bill	07/26/2024	015600CS51288		392.98	392.98
Bill	07/26/2024	6707		154.80	547.78
General Journal	07/31/2024	3722		244.38	792.16
Credit Card Charge	08/01/2024	073124		198.00	990.16
Credit Card Charge	08/01/2024	073124		200.00	1,190.16
Total 10-6252 · Misc. Maintenance - Cook Park				1,190.16	1,190.16
Total 10-6250 · Miscellaneous				1,488.76	1,488.76
Total 10-6200 · Maintenance				8,652.76	8,652.76
10-6300 · Repair					
10-6330 · Mechanical Repairs					
10-6331 · Mechanical Repairs - Aspen					
Credit Card Charge	07/31/2024	072724		365.00	365.00
Total 10-6331 · Mechanical Repairs - Aspen				365.00	365.00
Total 10-6330 · Mechanical Repairs				365.00	365.00
10-6340 · Service Contracts-Mech. & Bldg.					
10-6341 · Service Contracts - Aspen					
Bill	08/02/2024	72900		236.80	236.80
Bill	08/02/2024	7100568353		3,075.00	3,311.80
Total 10-6341 · Service Contracts - Aspen				3,311.80	3,311.80
10-6342 · Service Contracts - Cook Park					
Bill	07/26/2024	8106620079		483.00	483.00
Total 10-6342 · Service Contracts - Cook Park				483.00	483.00
Total 10-6340 · Service Contracts-Mech. & Bldg.				3,794.80	3,794.80
Total 10-6300 · Repair				4,159.80	4,159.80
10-6400 · Insurance					
10-6410 · Bonds Insurance					
Bill	07/26/2024	5192069		4,948.00	4,948.00
Total 10-6410 · Bonds Insurance				4,948.00	4,948.00
Total 10-6400 · Insurance				4,948.00	4,948.00
10-6500 · Professional Services					
10-6520 · Legal Services					

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
	Bill	08/09/2024	242937	282.00	282.00
Total 10-6520 · Legal Services				282.00	282.00
10-6530 · Consulting					
	Bill	08/02/2024	0022630	1,985.00	1,985.00
	Bill	08/09/2024	24-0052	750.00	2,735.00
Total 10-6530 · Consulting				2,735.00	2,735.00
10-6540 · Payroll Processing					
	General Journal	07/12/2024	3712	817.93	817.93
	General Journal	07/26/2024	3715	1,538.31	2,356.24
Total 10-6540 · Payroll Processing				2,356.24	2,356.24
10-6550 · Documentation Publishing					
	Bill	08/09/2024	297421	27.60	27.60
Total 10-6550 · Documentation Publishing				27.60	27.60
10-6560 · Recruitment					
	Credit Card Charge	07/31/2024	070324	746.00	746.00
Total 10-6560 · Recruitment				746.00	746.00
10-6575 · Miscellaneous Services & Fees					
	General Journal	07/31/2024	3719	105.00	105.00
Total 10-6575 · Miscellaneous Services & Fees				105.00	105.00
Total 10-6500 · Professional Services				6,251.84	6,251.84
10-6600 · Improvements					
10-6610 · Furniture					
10-6611 · Furniture - Admin					
	Bill	08/02/2024	9408	1,788.75	1,788.75
Total 10-6611 · Furniture - Admin				1,788.75	1,788.75
Total 10-6610 · Furniture				1,788.75	1,788.75
Total 10-6600 · Improvements				1,788.75	1,788.75
10-6700 · Community Relations					
10-6710 · Newsletter					
	Bill	08/02/2024	FALL 24 NEWSLETTER	3,086.61	3,086.61
Total 10-6710 · Newsletter				3,086.61	3,086.61
10-6712 · Graphics					
	Credit Card Charge	07/31/2024	071224	29.99	29.99

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Total 10-6712 · Graphics				29.99	29.99
10-6720 · Programming - Adult					
10-6721 · Programs - Performances					
	Bill	07/19/2024	JULY 25, 2024	300.00	300.00
	Bill	07/19/2024	JULY 22, 2024	200.00	500.00
	Credit Card Charge	07/31/2024	070124	84.80	584.80
	Bill	08/02/2024	AUGUST 04, 2024	230.00	814.80
	Bill	08/09/2024	AUGUST 12, 2024	237.50	1,052.30
	Bill	08/09/2024	AUGUST 15, 2024	400.00	1,452.30
Total 10-6721 · Programs - Performances				1,452.30	1,452.30
10-6723 · Other Expenditures					
	Credit Card Charge	07/31/2024	070124	39.90	39.90
	Credit Card Charge	07/31/2024	070524	157.71	197.61
	Credit Card Credit	07/31/2024	071124	-154.68	42.93
	Credit Card Charge	07/31/2024	071124	24.99	67.92
	Credit Card Charge	07/31/2024	071124	166.86	234.78
	Credit Card Charge	07/31/2024	072324	23.90	258.68
	Credit Card Charge	07/31/2024	072624	57.98	316.66
Total 10-6723 · Other Expenditures				316.66	316.66
10-6726 · Computer					
	Bill	08/02/2024	JULY 2024	600.00	600.00
Total 10-6726 · Computer				600.00	600.00
Total 10-6720 · Programming - Adult				2,368.96	2,368.96
10-6730 · Programming - Young Adult					
10-6731 · Programs - YA (Other)					
	Bill	07/19/2024	MC-01; JUY 20, 2024	200.00	200.00
	Credit Card Charge	07/31/2024	070124	182.72	382.72
	Bill	08/02/2024	JULY 20, 2024	200.00	582.72
Total 10-6731 · Programs - YA (Other)				582.72	582.72
Total 10-6730 · Programming - Young Adult				582.72	582.72
10-6740 · Programming - Children's					
	Bill	07/26/2024	AUGUST 10, 2024	500.00	500.00
	Bill	07/26/2024	061924-071524	44.98	544.98

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

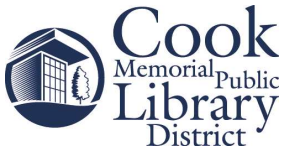
Type	Date	Num	Paid Amount	Balance
Credit Card Charge	07/31/2024	070324	25.60	570.58
Credit Card Charge	07/31/2024	070324	47.96	618.54
Credit Card Charge	07/31/2024	071024	65.61	684.15
Credit Card Charge	07/31/2024	071724	8.00	692.15
Credit Card Charge	07/31/2024	071724	168.45	860.60
Credit Card Charge	07/31/2024	071724	11.99	872.59
Credit Card Charge	07/31/2024	071924	16.57	889.16
Credit Card Charge	07/31/2024	071924	53.93	943.09
Total 10-6740 · Programming - Children's			943.09	943.09
10-6745 · Public Performance/Film				
10-6746 · PublicPerformance/Film- Adults				
Bill	07/19/2024	3671977	125.00	125.00
Total 10-6746 · PublicPerformance/Film- Adults			125.00	125.00
Total 10-6745 · Public Performance/Film			125.00	125.00
10-6760 · Promotions/Prizes				
10-6762 · Promotions/Prizes- Adults				
Credit Card Charge	08/01/2024	072924	75.00	75.00
Total 10-6762 · Promotions/Prizes- Adults			75.00	75.00
10-6767 · Promotions/Prizes - Outreach				
Credit Card Charge	07/31/2024	070524	39.98	39.98
Total 10-6767 · Promotions/Prizes - Outreach			39.98	39.98
Total 10-6760 · Promotions/Prizes			114.98	114.98
10-6780 · Digital Studios				
10-6781 · Digital Studios - Equipment				
Credit Card Charge	07/31/2024	071124	17.88	17.88
Credit Card Charge	07/31/2024	071724	14.56	32.44
Total 10-6781 · Digital Studios - Equipment			32.44	32.44
Total 10-6780 · Digital Studios			32.44	32.44
Total 10-6700 · Community Relations			7,283.79	7,283.79
10-7000 · Debt Service				
Bill	07/26/2024	13278530	74,789.20	74,789.20
Bill	07/26/2024	1331	12,837.15	87,626.35
Bill	07/26/2024	1332	22,770.00	110,396.35

COOK MEMORIAL PUBLIC LIBRARY DISTRICT

Bills Paid Report

July 11 through August 9, 2024

	Type	Date	Num	Paid Amount	Balance
Total 10-7000 · Debt Service				110,396.35	110,396.35
20-8210 · Employer IMRF Disbursements					
	General Journal	07/12/2024	3713	17,057.84	17,057.84
	General Journal	07/26/2024	3717	17,242.66	34,300.50
	General Journal	08/09/2024	3727	16,708.00	51,008.50
Total 20-8210 · Employer IMRF Disbursements				51,008.50	51,008.50
20-8250 · Employer Soc Security Tax Disb					
	General Journal	07/12/2024	3713	15,134.14	15,134.14
	General Journal	07/26/2024	3717	15,414.37	30,548.51
	General Journal	08/09/2024	3727	15,019.00	45,567.51
Total 20-8250 · Employer Soc Security Tax Disb				45,567.51	45,567.51
Total Expense				1,077,423.12	1,077,423.12
Net Ordinary Income				4,441,886.53	4,441,886.53
Other Income/Expense					
Other Expense					
60-9800 · Special Reserve Disbursements					
	Bill	07/26/2024	1650.0802	5,000.00	5,000.00
Total 60-9800 · Special Reserve Disbursements				5,000.00	5,000.00
Total Other Expense				5,000.00	5,000.00
Net Other Income				-5,000.00	-5,000.00
Net Income				4,436,886.53	4,436,886.53



Cook Memorial Public Library District

Librarian's Statistical Report - Page 1

July 2024

Registered Card Holders

The number of card holders. Excludes in-house patrons. According to the 2020 census, district population was 61,297. Accounts inactive for three years are deleted in June and December.

	July 2023			July 2024			Percent Change
	Juvenile	Adult	Total	Juvenile	Adult	Total	
Cook Memorial Public Library District	7,140	33,048	40,188	6,726	33,949	40,675	1.21%
Reciprocal Borrowing Patrons	389	5,904	6,293	357	5,846	6,203	-1.43%
Total	7,529	38,952	46,481	7,083	39,795	46,878	0.85%

Visitors

	July 2023	July 2024	Percent Change	FY 2024 To Date	FY 2025 To Date	Percent Change
Aspen Drive Library	13,891	15,231	9.65%	13,891	15,231	9.65%
Drive-Up	435	451	3.68%	435	451	3.68%
Cook Park Library	21,068	25,512	21.09%	21,068	25,512	21.09%
Drive-Up	1,213	1,127	-7.09%	1,213	1,127	-7.09%
Outreach	667	568	-14.84%	667	568	-14.84%
Total	37,274	42,889	15.06%	37,274	42,889	15.06%

Program Attendance

	July 2023	July 2024	Percent Change	FY 2024 To Date	FY 2025 To Date	Percent Change
Adult	1,111	985	-11.34%	1,111	985	-11.34%
Juvenile	3,217	2,631	-18.22%	3,217	2,631	-18.22%
Young Adult	112	114	1.79%	112	114	1.79%
	4,440	3,730	-15.99%	4,440	3,730	-15.99%

Special Services

	July 2023	July 2024	Percent Change	FY 2024 To Date	FY 2025 To Date	Percent Change
Reference Questions	6,469	6,701	3.59%	6,469	6,701	3.59%
Technology Questions	832	816	-1.92%	832	816	-1.92%
Library App Users	905	1,160	28.18%	905	1,160	28.18%
Online Databases*	3,685	2,302	-37.53%	3,685	2,302	-37.53%
www.cooklib.org	34,504	39,755	15.22%	34,504	39,755	15.22%
Holds Placed	13,529	12,938	-4.37%	13,529	12,938	-4.37%
Holds Filled	10,847	11,014	1.54%	10,847	11,014	1.54%
Homebound Items Delivered	663	613	-7.54%	663	613	-7.54%

*A count of sessions, available for 67 of 81 Online Databases.

Collection Size

	July 2023					July 2024					Percent Change
	Juvenile	Adult	Other	Total	Percent of Total	Juvenile	Adult	Other	Total	Percent of Total	
Aspen Drive Library	50,312	43,736		94,048	34.26%	49,263	42,663	1	91,927	34.59%	-2.26%
Cook Park Library	57,711	106,440	147	164,298	59.85%	56,244	100,660	149	157,053	59.10%	-4.41%
Outreach	13,266	2,877	13	16,156	5.89%	13,882	2,872	13	16,767	6.31%	3.78%
Total	121,289	153,053	160	274,502		119,389	146,195	163	265,747		-3.19%

Librarian's Statistical Report - July 2024 - Page 2

Circulation

	July 2023				July 2024				Percent Change
	Adult	Juvenile	Other	Total	Adult	Juvenile	Other	Total	
Fiction	11,883	23,529		35,412	11,568	23,591		35,159	-0.71%
Large Type	1,485	17		1,502	1,390	47		1,437	-4.33%
Nonfiction	7,078	5,124		12,202	8,142	5,548		13,690	12.19%
Periodicals	989	146		1,135	964	212		1,176	3.61%
World Language	238	305		543	328	339		667	22.84%
Subtotal Print	21,673	29,121		50,794	22,392	29,737		52,129	2.63%
Bags and Containers			4	4			15	15	275.00%
Equipment	236	5		241	284	4		288	19.50%
Interlibrary Loan			129	129			168	168	30.23%
LINKin	949			949	1,031			1,031	8.64%
Multimedia		387		387		374		374	-3.36%
Other	2		15	17			26	26	52.94%
Subtotal Other	1,187	392	148	1,727	1,315	378	209	1,902	10.13%
eAudiobooks			6,348	6,348			7,358	7,358	15.91%
eBooks			7,561	7,561			7,790	7,790	3.03%
eMagazines			214	214			20	20	-90.65%
eMusic			238	238			266	266	11.76%
eVideo			1,043	1,043			1,361	1,361	30.49%
Subtotal Downloadables			15,404	15,404			16,795	16,795	9.03%
Audiobooks	586	430		1,016	424	324		748	-26.38%
Compact Discs	1,297	119		1,416	907	162		1,069	-24.51%
DVDs, Blu-Ray	8,170	3,105		11,275	7,591	2,357		9,948	-11.77%
Video Games	601	774		1,375	554	847		1,401	1.89%
Subtotal Audiovisual	10,654	4,428		15,082	9,476	3,690		13,166	-12.70%
Grand Total All Agencies	33,514	33,941	15,552	83,007	33,183	33,805	17,004	83,992	1.19%

Agency Subtotals

	July 2023	July 2024	Percent Change	FY 2024 To Date	FY 2025 To Date	Percent Change
Downloadables	15,404	16,795	9.03%	15,404	16,795	9.03%
Aspen Drive Library	20,008	19,749	-1.29%	20,008	19,749	-1.29%
Cook Park Library	45,146	44,151	-2.20%	45,146	44,151	-2.20%
Outreach	2,449	3,297	34.63%	2,449	3,297	34.63%
Total	83,007	83,992	1.19%	83,007	83,992	1.19%



Report of the Director

August 2024

David Archer, Library Director

Strategic Plan Update

GOAL A: BE A FORCE FOR COMMUNITY ENGAGEMENT OPPORTUNITIES.

STRATEGY A1: Strengthen collaborative opportunities with local daycares and centers for early childhood education, including in-person visits and field trips.

STRATEGY A2: Re-energize partnerships with schools and community organizations, especially to increase engagement with teens.

STRATEGY A3: Work with diverse community groups throughout the district to identify ways the library can support their needs.

STRATEGY A4: Identify the most effective and sustainable outreach vehicle(s) to further serve our community needs.

GOAL B: RE-ESTABLISH THE LIBRARY AS A COMMUNITY DESTINATION.

STRATEGY B1: Develop and implement a Library is Human 2.0 customer service plan that builds upon the foundational work completed during the last strategic plan.

STRATEGY B2: Reimagine the Cook Park Library children's department to expand the potential level of engagement and interaction, particularly among early learners.

STRATEGY B3: Optimize space at Cook Park Library to provide more independent, private work spaces to support remote workers and students.

STRATEGY B4: Continue to recruit diverse candidates for the library staff.

STRATEGY B5: Explore new opportunities to support social interaction and conversation at all age levels.

STRATEGY B6: Manage library collections, Library of Things materials, and digital equipment responsively to community need, demographic change, and relevance.

STRATEGY B7: Incorporate more flexible options for patron service points.

Strategy A2:

Added new, interactive materials to the teen areas in both libraries, enabling high schoolers to make the spaces their own; created new volunteer opportunities for high schoolers, working with our Local History Librarian; increased school visits to promote Summer Reading program.

Worked with Outreach to take Bookmobile on several visits to D73 Summer School classes.

Strategy A4:

Hired Specialty Vehicle Services for Phase 1 Development; hired Consultant Sara Keister Armstrong for creation of Bookmobile neighborhood services survey.

Strategy B1:

The committee is revising the final section of the guidelines in preparation for submitting to Senior Managers.

Strategy B2:

Moving ahead with selection of furnishings with samples from Product and trip to furniture showrooms.

Board approved contract for project management services from Featherstone.

Strategy B3:

Study Room and Conference Room project at Cook Park completed. Study Rooms opened on April 29 for patron use and Conference Room opened on May 20.

GOAL C: BUILD COMMUNITY AROUND TECHNOLOGY.

STRATEGY C1: Advance the library's efforts to demonstrate and educate users about select technologies, e-resources, and creative tools through a high level of service.

STRATEGY C2: Align technology offerings with the needs of remote workers and students.

STRATEGY C3: Develop strategies to reach underrepresented populations within the community through technology services.

STRATEGY C4: Incorporate renewable energy initiatives and clean technologies in future building repairs and replacements.

Strategy C2:

Digital monitors installed in all study rooms at Cook Park and Aspen; Tech Aides now available at both locations on all weeknights and weekends; refreshed Cook Park computer area with better proximity to Tech Aides; deployed improved remote printing services.

Strategy C3:

Funding allocated for assistive technology equipment; currently working towards installing NVDA screen reader application on all computers; Relaunching Computer Basics class in the fall and working with Adult Program Coordinator to ensure a technology curriculum is offered every quarter that meets technology needs at all levels; explore "Digital Navigators" grant initiative through Lake County with other area libraries.

GOAL D: STRENGTHEN HOW THE LIBRARY TELLS ITS STORY.

STRATEGY D1: Make library communications and information available in languages used by large portions of the community, beginning with Spanish.

STRATEGY D2: Increase targeted communications with local school communities.

STRATEGY D3: Identify and pursue community outreach opportunities to market the library's services and resources to increase engagement with new audiences.

STRATEGY D4: Enhance internal communication strategies that reach across departments and resist isolated operations.

Strategy D2:

Emailing K-8 teachers for most up-to-date information for teacher accounts. Setting up accounts, and letting teachers know about services available with cards; developing newsletter for K-8 teachers. Scheduled to go out at the start of the year.

Important Dates for Consolidated Election - April 1, 2025

- Tuesday, August 20, 2024: First day to circulate petitions for candidates seeking election.
- Tuesday, November 12, 2024: First day to file nomination petitions with the local election official.
- Monday, November 18, 2024: Last day to file nomination petitions with the local election official.
- Tuesday, April 1, 2025: Consolidated Election Day

Social Worker Office Hours

We are pleased to announce that a social worker from Art of Recovery (AOR) will now be available for office hours at our library. The social worker will alternate between Aspen Drive (1st and 3rd Mondays) and Cook Park (2nd and 4th Mondays) from 3-6 pm. AOR, a non-profit mental health center based in Libertyville, provides evidence-based services tailored to meet the unique needs of each client. The social worker's role in the library will focus on connecting adults with appropriate referrals to social service or mental health agencies. Library staff often encounter patrons in need of support, and this new resource will enhance our ability to assist them. This service is offered in addition to other resources we recommend, including Lake County 211, a free, confidential, 24-hour helpline that connects individuals and families with health and human services.

Cook Park Study/Conference Room Project Final Budget Report

The final numbers for the project show the project came in \$12,663 under budget.

Date	Name	Paid Amount
60-9800 · Special Reserve Disbursements		
12/15/23	LIBRARY FURNITURE INTERNATIONAL, INC. (deposit)	4,156.00
12/15/23	PRODUCT ARCHITECTURE + DESIGN	8,000.00
01/12/24	PRODUCT ARCHITECTURE + DESIGN	2,920.00
02/07/24	VILLAGE-LIBERTYVILLE (permit)	2,517.00
03/22/24	RED FEATHER GROUP (construction)	34,743.15
03/31/24	Walmart (monitor)	277.99
03/31/24	Amazon (monitor mounts)	399.92
03/31/24	CDW (monitors)	2,185.93
04/26/24	LIBRARY FURNITURE INTERNATIONAL, INC. (tables)	4,156.00
04/26/24	PRODUCT ARCHITECTURE + DESIGN	2,730.00
04/26/24	PRODUCT ARCHITECTURE + DESIGN	108.75
04/26/24	RED FEATHER GROUP (construction)	36,415.35
05/10/24	RED FEATHER GROUP (construction)	13,290.50
05/24/24	KRUEGER INTERNATIONAL, INC. (tables & chairs)	6,151.50
05/24/24	KRUEGER INTERNATIONAL, INC. (walls)	81,266.11
06/07/24	PRODUCT ARCHITECTURE + DESIGN	435.15
06/14/24	KRUEGER INTERNATIONAL, INC. (chairs)	1,432.50
	Total Expenditures	201,185.85
	Total Project Budget - Board Resolution 23-24/16	207,595.00
	Credit- Study Room soffits	(4,754.00)
	Building Permit Refund	(1,500.00)
	Final Project Surplus (Under Budget)	(12,663.15)

Odds & Ends from Staff

1. The **Summer Reading 2024** program has ended on an up note. Registration for 2024 was 20.1% higher than the registration numbers for 2023. The Kick-off Party on May 31 was a new addition to our promotional efforts and undoubtedly played a part in this increase. Another contribution to our success was the availability of small handouts at all public desks with a QR code that opened the registration page. Staff presentations to students in nearly every grade at D73 and D70 were also valuable marketing efforts.

Program	Registrants
Adult 2024	1,065
High School 2024	147
Kids 2024	1,042
Littles 2024	353
Middles 2024	294
TOTAL	2,901

-- *Melissa Phillips, Senior Manager of Children's Services*

2. The regional Girl Scouts organization invited the Library to participate in the **Girl Scout Family Fun Night** on Saturday, August 10. Amy van Goethem, Student Services Coordinator, and Melissa Phillips, Senior Manager, staffed a table with information about library services as well as fun giveaways for children and adults. Gail Tanimura, Bookmobile Driver, was parked nearby, enabling patrons to come on board. Patrons from our district and beyond stopped by the table to talk about our services; several out-of-district visitors were already users of our Library. In addition to offering tours of the Bookmobile, Gail helped a few patrons check out materials. The staff who made the arrangements for our participation in the event were Heather Beverley, Assistant Manager of Children's Services, and Bronwyn Sill, Communications Coordinator. -- *MP*

3. August 6 was **National Night Out**. In the past, we have participated in the Vernon Hills Police Department event at Hartmann Park. Due to a construction delay, this event was changed last minute to Grosse Pointe Park in Vernon Hills. We saw many familiar faces, did a [quick interview](#) with the Village TV (starts at 5:33). More than 300 people stopped by the table outside of the Bookmobile and of those, over 200 toured the inside. A total of 67 items were checked out that evening! -- *Brooke Bahnsen, Outreach Manager*

4. The 2024 **Outdoor Story Time at the Farmers Market** series has ended for the summer. This popular program is a highlight of the Libertyville Farmers Market; we are asked to return every year. This summer more than 700 adults and children participated in story times presented by Early Learning Supervisor, Terri Norstrom, Early Learning Specialist, Deena Gillespie, and Children's Library Associate, Emily Schultz. -- *MP*

5. As part of Goal D4 of the Strategic Plan, Katie DuClos, Bronwyn Sill, Lindsay Barber-Peddycoart, and Amy van Goethem are striving to further enhance internal communications and share the Library's story. We're creating a shared repository of the **TREATS 'n' Meets** presentations so far. We're also planning to ask presenters if they're willing to be recorded so their presentations can be seen by more staff. There have been many entries matching pets to their owners at both locations for our Dog Days of Summer contest. All staff will be attending two special TREATS 'n' Meets during the All Staff Meeting on September 13th. A Book's Journey through CMPLD will provide an overview of how materials are selected, cataloged, and processed, then shelved and someday withdrawn. Bookies for All Ages will discuss how the Library provides Readers' Advisory to all patrons.

-- *Katie DuClos, Technical Services & Interlibrary Loan Manager*

6. **Deputy Voter Registrars**- Newer staff members have been trained, making all Information Services staff with regular shifts active registrars. Both locations have been resupplied with current forms and handbooks. Staff are ready for the election season! (We've already done about 4 registrations).
-- *Mark Morton, Information Services Librarian / Supervisor*

7. **Statewide Database transition** - Many of our Gale Databases have been switched out with EBSCO products, provided by the State Library of Illinois. AS staff are getting familiar with the new resources and look forward to being able to officially announce our involvement with the State Library program to patrons later this summer/fall. Thanks to Digital Services and CVI for the smooth transition of resources on our website! – *MM*

8. Children's Services offered two **special story times** in July:
 - Frida Hernandez, After School Associate, presented a **Spanish Language Story Time**. We are delighted that Frida, a native Spanish speaker, is interested in offering this program, which is outside of her regular duties. As a story time novice, Frida received more than 20 hours of training from Terri Norstrom, Early Learning Specialist, and did two mock story times before her debut. Frida's story time was a big success with 10 attendees. Frida will be offering the program quarterly and we hope to grow attendance. (NOTE: Vlada Bernhardt, Children's Library Assistant, has been providing a Russian Language Story Time for several years, so we are delighted to add to our world languages offerings.) – *MP*
 - Emily Schultz, Children's Library Assistant, and Melissa Phillips, Senior Manager of Children's Services, participated in a **story time at the Countryside Fire Protection District** at the invitation of Tony Rodkey, the Director of Fire & Life Safety. As in years past, this was a very popular event with more than 200 attendees. -- *MP*



design presentation

cook park library
product architecture + design



conceptual image

cook park library
product architecture + design



conceptual image

cook park library
product architecture + design

ck Out Desk



conceptual image

cook park library
product architecture + design



conceptual image

cook park library
product architecture + design



conceptual image

cook park library
product architecture + design



conceptual image

cook park library
product architecture + design



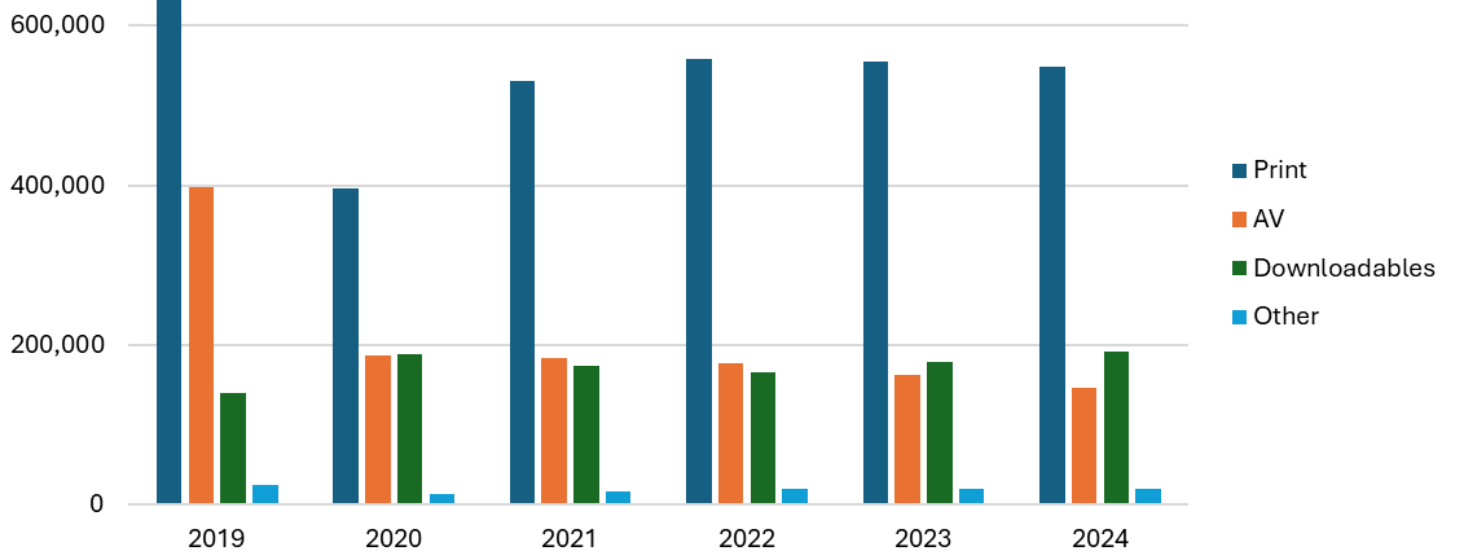
conceptual image - teen

Review of Detailed Checkout Data

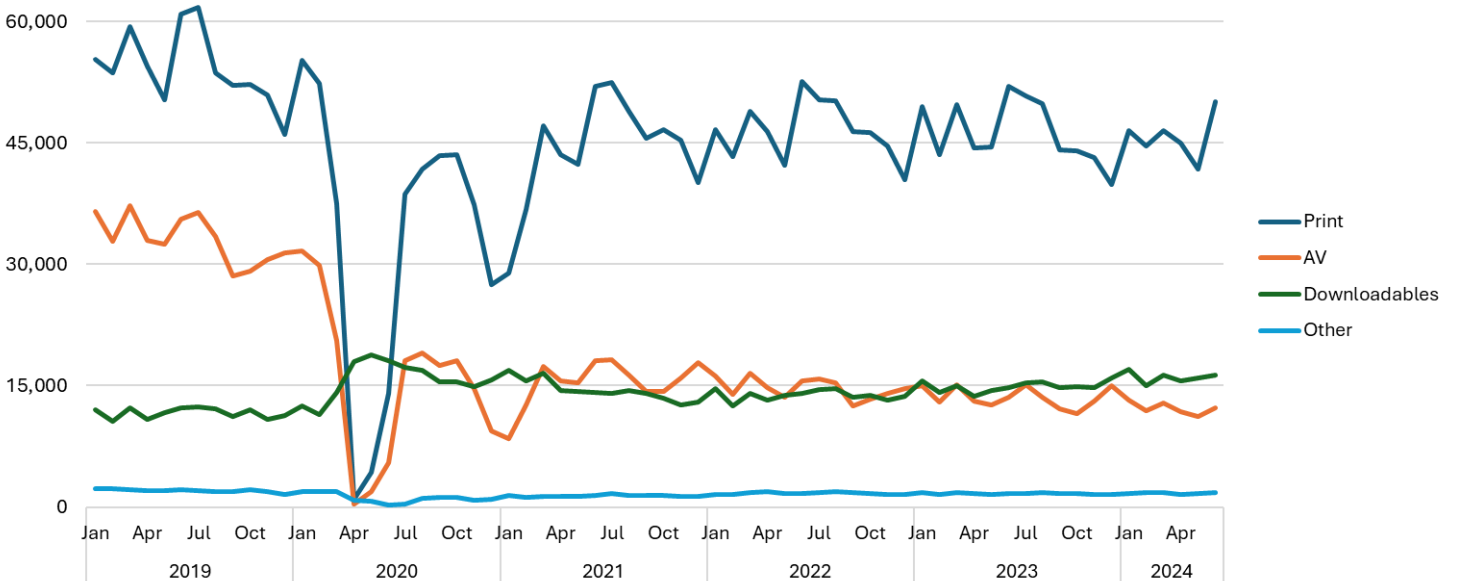
Agency Subtotals

	June 2023	June 2024	Percent Change	FY 2023 To Date	FY 2024 To Date	Percent Change
Downloadables	14,812	16,248	9.69%	170,905	187,395	9.65%
Aspen Drive Library	20,171	19,531	-3.17%	216,040	208,531	-3.48%
Cook Park Library	43,714	41,092	-6.00%	492,503	469,599	-4.65%
Outreach	3,407	3,494	2.55%	41,697	41,972	0.66%
Total	82,104	80,365	-2.12%	921,145	907,497	-1.48%

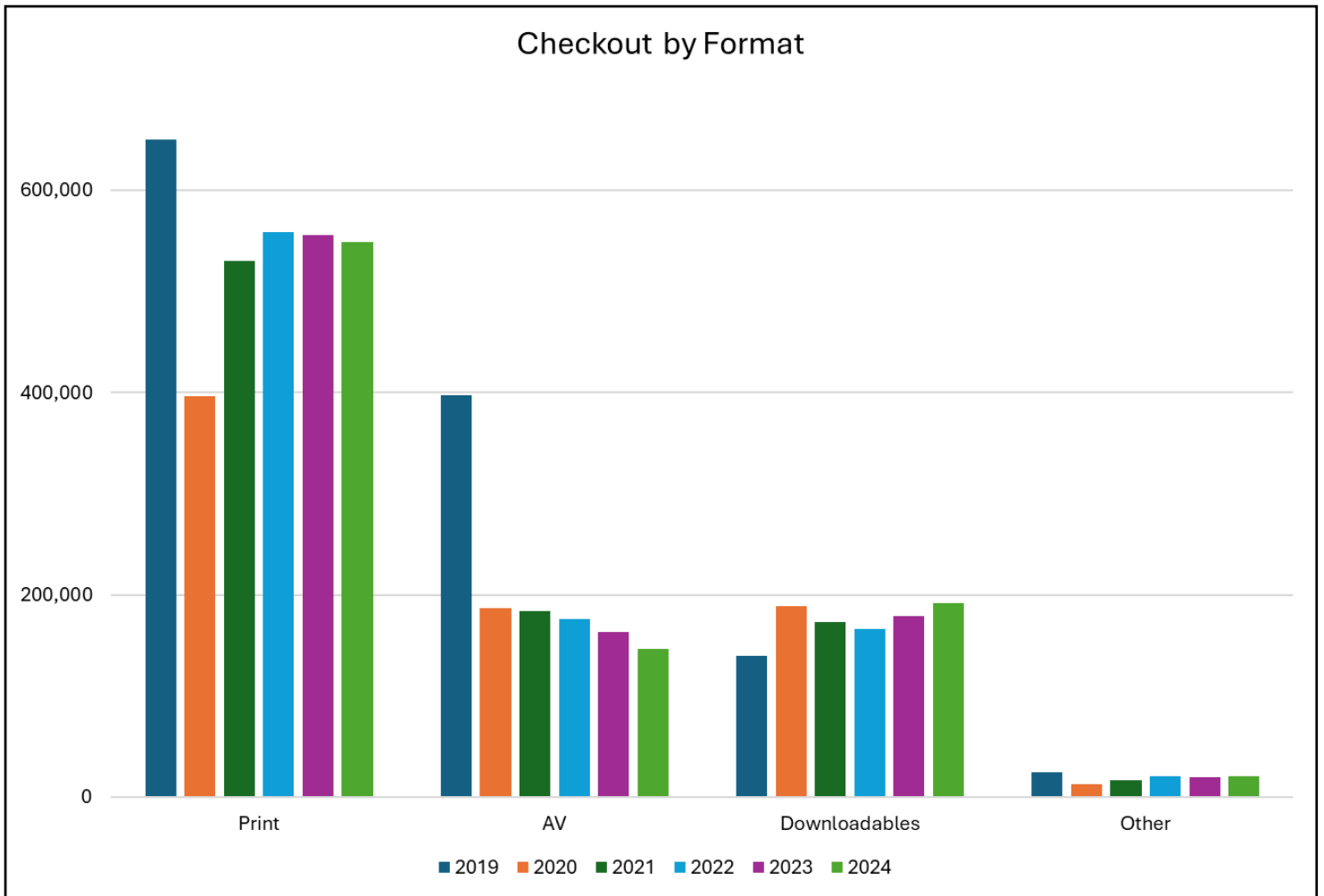
Annual Checkouts



Checkouts by Format



Review of Detailed Checkout Data



Take our quick
survey for your
chance to win
a **\$50 Target**
gift card!

SCAN THE CODE
or VISIT
<https://is.gd/bookmobile>



Did you know the Cook Memorial Public Library comes to your neighborhood?

The Bookmobile is FREE and open to everyone!

- Borrow books, movies, video games, and more.
- Sign up for a library card.
- Learn more about what the library can do for you.

We want to hear from you!

If you use the Bookmobile or not, please complete our quick survey for a chance to win a \$50 Target gift card!

Deadline: September 27, 2024

SCAN THE CODE or VISIT <https://is.gd/bookmobile>



¿Sabía usted que la Biblioteca Pública de Cook Memorial llega a su vecindario?

¡La Biblioteca Móvil es GRATUITA y está abierta a todos!

- Prestamos libros, películas, videojuegos y más.
- Regístrese para obtener una tarjeta de biblioteca.
- Obtenga más información sobre lo que la biblioteca puede hacer para usted.

¡Queremos saber de usted!

Si utiliza la Biblioteca Móvil o no, complete nuestra encuesta rápida para tener la oportunidad de ganar una tarjeta de regalo de Target de \$50!

Fecha límite: 27 de septiembre de 2024

ESCANEA EL CÓDIGO o VISITA <https://is.gd/bookmobile>



Aspen Drive Library
701 Aspen Dr, Vernon Hills, IL 60061

Cook Park Library
413 N Milwaukee Ave, Libertyville, IL 60048
cooklib.org | 847-362-2330

Resident Name
123 Anystreet, #100
Anytown, IL 00000

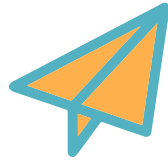
Non-Profit Org.
U.S. Postage
PAID
Libertyville, IL
Permit No. 6

JULY 2024 EMAIL STATS



19,621

Total Subscribers



42

Total Emails Sent



47%

Avg. Open Rate
industry avg. 35%



1%

Avg. Click Rate
industry avg. 3%

List Name # of Subscribers

Authors & Writing (adults)	2,228
Book Club Communications	666
Business & Finance (adults)	702
Career (adults)	507
Children's Events (birth-age 5)	365
Children's Events (grades K-5)	1,187
Children's Events (grades 6-8)	516
Cinema Club Newsletter	229
CMPLD eNews	16,968
Cooking (adults)	1,117
Crafting & Maker	0
English Language Learners	59
Events (adults)	3,257
Events (grades 9-12)	492
Genealogy (adults)	705
Health & Lifestyle (adults)	881
History (adults)	1,032
Local Author News & Events	270
Movie Matinees	1,077
Performances (adult)	1,000
Teacher Resources	263
Technology (adults)	869

Top Emails by Click Rate

1

3 Treats
Sweet Morsels from the T.R.E.A.T.S. Team

Every other month, you'll receive three tidbits to help us create a better workplace culture, and learn more about each other and the Library.

What to expect:

1. Communication tip
2. Library news & events
3. Featured staff member

2

Genealogy News
from Cook Memorial Public Library District
July 2024

News & Updates

<p>Summer Programs</p> <p>Check out our summer genealogy programs! The full list of options is now available on our Events page. Copies of <i>Ins & Outs</i> are also available at the library and online. Even though it is summer, we are busy with some new, creative programs as well as some old</p>	<p>Genealogy Networking Group</p>
--	--

3

Genealogy News
from Cook Memorial Public Library District
August 2024

News & Updates

Genealogy Networking Group

Our next **Genealogy Networking Group** meeting is scheduled for **Thursday, August 1, at 7 pm** at Cook Park Library and online via Zoom.

Bring your brick walls as well as your breakthroughs. We love hearing about each other's new finds, and we love helping each other tackle those problems that have stumped us. Remember that we learn from each other!

During the last hour, we will be discussing [The Cost of Free Land: Jews, Lakota, and an](#)

4

ready, set, KINDERGARTEN!
(Entering K in Fall 2024)

Thursday, August 8, 2-3 pm / Aspen Drive Library REGISTER

5


Cook Memorial Public Library District
Website | Catalog | Calendar

Welcome to the Library!

Your new card gives you access to a world of information and entertainment for all ages and interests. We won't make you scroll forever, so below are some highlights of the amazing things you can now do with your Cook Memorial Library card. Discover more on our [website](#) or by visiting our [two full-service locations](#). Cook Park Library in Libertyville and Aspen Drive Library in Vernon Hills; and the [Bookmobile](#).


JULY 2024 SOCIAL STATS

facebook

 **4,188**
page followers


 **30**
posts +1 story

 **9,842**
users reached

 Cook Memorial Public Library District
Posted by Loomly
Jul 4 · 🌐

Happy Fourth of July from your library! 🇺🇸 🎆 🍷

We're closed today but open 9 am-6 pm... See more



1 Fourth of July Parade (video)
3,581 reached; 42 interactions


2 Libertyville Olympians Blog Post
1,601 reached; 67 interactions

3 Call for Local Artists at MiniCon
1,102 reached; 18 interactions


4 Closed for Fourth of July
889 reached; 13 interactions

5 Summer Reading T-Shirts Still for Sale
831 reached; 7 interactions

Instagram

 **1,725**
page followers

 **25**
posts +4 stories

 **1,558**
users reached

“
My wife and I get a babysitter for a date night every month. Our favorite date is coming to the Library!
”
Joe E. - dad & library enthusiast

 Cook Memorial Public Library District

👍 31 🗨️ 1 📌 3

Liked by tiffany_carollo and others
cooklibrary Date night = BOOKED 🥰
Share some date activities couples can do at the library.

#datenight #library #werebooked
View all comments
July 25

1 Date Night Quote from a Patron
406 reached; 35 interactions

2 Fourth of July Parade (video)
377 reached; 44 interactions

3 Call for Local Artists at MiniCon
333 reached; 28 interactions

4 Event Photos: The Lost Campsite Escape Room
324 reached; 28 interactions

5 Outdoor Story Time Photo
300 reached; 22 interactions



 **1,962**
page followers

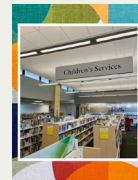
As of July 2024, X no longer provides analytics for free. Users must subscribe and pay for X Premium to view detailed data.

COOKLIB.ORG POST STATS

Top Posts by Number of Views



1. Libertyville Olympians



2. Children's Renewal Project



3. Children's Services Open House



4. Marianne's Pick of the Week: God of the Woods



5. America the Genealogical?

Engagements: Times users interacted with the post.

Impressions: Times users saw the post.

Reach: Unique users exposed to our content.

July 2024 Digital Marketing Stats

Email Marketing Stats

- **Total Subscribers:** 19,621
- **Total Emails Sent:** 42
- **Average Open Rate:** 47%
- **Average Click Rate:** 1%

Email Lists & Subscribers

Authors & Writing (adults)	2,228
Book Club Communications	666
Business & Finance (adults)	702
Career (adults)	507
Children's Events (birth-age 5)	365
Children's Events (grades K-5)	1,187
Children's Events (grades 6-8)	516
Cinema Club Newsletter	229
CMPLD eNews	16,968
Cooking (adults)	1,117
Crafting & Maker	0
English Language Learners	59
Events (adults)	3,257
Events (grades 9-12)	492
Genealogy (adults)	705
Health & Lifestyle (adults)	881
History (adults)	1,032
Local Author News & Events	270
Movie Matinees	1,077
Performances (adult)	1,000
Teacher Resources	263
Technology (adults)	869

Top Emails by Click Rate

1. 3 Treats – bi-monthly staff email
2. Genealogy News – July
3. Genealogy News – August
4. Ready, Set, Kindergarten
5. Welcome New Cardholders – July

Social Stats

Impressions: Times users saw the post.

Reach: Unique users exposed to our content.

July 2024 Digital Marketing Stats

Facebook

- **Page Followers:** 4,188
- **Posts:** 30 + 1 story
- **Users Reached:** 9,842

Top Facebook Posts

1. **Fourth of July Parade (video):** 3,581 reached; 42 interactions
2. **Libertyville Olympians Blog Post:** 1,601 reached; 67 interactions
3. **Call for Local Artists at MiniCon:** 1,102 reached; 18 interactions
4. **Closed for Fourth of July:** 889 reached; 13 interactions
5. **Summer Reading T-Shirts:** 831 reached; 7 interactions

Instagram

- **Page Followers:** 1,725
- **Posts:** 25 + 3 stories
- **Users Reached:** 1,558

Top Facebook Posts

1. **Date Night Quote from a Patron:** 406 reached; 35 interactions
2. **Fourth of July Parade (video):** 377 reached; 44 interactions
3. **Call for Local Artists at MiniCon:** 333 reached; 28 interactions
4. **The Lost Campsite Escape Room:** 324 reached; 28 interactions
5. **Outdoor Story Time Photo:** 300 reached; 22 interactions

X (formerly Twitter)

- **Page Followers:** 1,962

As of July 2024, X no longer provides analytics for free. Users must subscribe and pay for X Premium to view detailed data.

Cooklib.org Blog Post Stats

Top Blog Posts by Number of Views

1. Libertyville Olympians
2. Children's Renewal Project
3. Children's Services Open House
4. Marianne's Pick of the Week: God of the Woods
5. America the Genealogical?

Cook Memorial Public Library District

Investment Maturity Schedule

July 31, 2024

	Issue Date	Maturity Date	Yield	Q3 2024	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Q1 2026	Q2 2026	Total
Special Reserve Fund:												
River City BK INC KY	13-Sep-2023	12-Sep-2024	5.35%	245,000								245,000
Cross River BK Teaneck, NJ	23-Jun-2023	23-Dec-2024	5.25%		245,000							245,000
Celtic BK Salt Lake City, UT	19-Sep-2023	19-Mar-2025	5.25%			245,000						245,000
Israel Disc BK New York, NY	15-Sep-2023	15-Sep-2025	5.15%					245,000				245,000
Flagstar BK Natl Assn Hicksville, AZ	13-Dec-2023	15-Dec-2025	4.75%						245,000			245,000
Enterprise BK Allison PK, PA	31-Jan-2024	30-Jan-2026	4.40%							245,000		245,000
			Total Special Reserve	245,000	245,000	245,000	0	245,000	245,000	245,000	0	1,470,000
General Fund:												
UBS BK Salt Lake City, UT	24-Feb-2023	26-Aug-2024	4.80%	245,000								245,000
Optum BK Draper, UT	16-Oct-2023	16-Apr-2025	5.45%				245,000					245,000
Optum BK Draper, UT	22-Dec-2023	23-Jun-2025	5.00%				245,000					245,000
Valley Natl Bk Passaic, NJ	5-Mar-2024	5-Sep-2025	5.05%					245,000				245,000
Western Alliance BK Phoenix, AZ	16-Oct-2023	16-Oct-2025	5.30%						245,000			245,000
United Bankers BK Bloomington, MN CD	11-Jun-2024	30-Mar-2026	5.00%							245,000		245,000
First Farmers BK & Trust CD	26-Jul-2024	26-May-2026	4.600%								245,000	245,000
			Total General Fund	245,000	0	0	490,000	245,000	245,000	245,000	245,000	1,715,000
			GRAND TOTAL	490,000	245,000	245,000	490,000	490,000	490,000	490,000	245,000	3,185,000

Cook Memorial Public Library District
Investment Transaction Schedule - JP Morgan Chase

Date	Investment	Transaction	Certificates of Deposit			Savings Accounts			Interest Income				
			General Fund	Special Reserve Fund	Total	General Fund	Special Reserve Fund	Total	CD's - General Fund	CD's - Special Reserve Fund	Savings - General Fund	Savings - Special Reserve Fund	Total
30-Apr-2024	Ending Balance		1,470,000	1,840,000	3,310,000	56,526.91	51,168.87	107,695.78	56,371.00	39,722.70	21.23	20.32	96,135.25
24-May-2024	UBS BK Salt Lake City UT CD	Interest			0				966.58				966.58
20-May-2024	Ally BK Midvale UT CD	Maturity & Interest		(245,000)	(245,000)					3,623.65			3,623.65
24-May-2024	Southeast Bank Athens TN CD	Maturity & Interest		(125,000)	(125,000)					1,479.45			1,479.45
14-May-2024	Enterprise BK Allison PK, PA CD	Interest Reversal			0					(856.49)			(856.49)
14-May-2024	Enterprise BK Allison PK, PA CD	Interest Reversal			0					(915.56)			(915.56)
15-May-2024	Enterprise BK Allison PK, PA CD	Interest			0					915.56			915.56
15-May-2024	Enterprise BK Allison PK, PA CD	Interest			0					886.03			886.03
20-May-2024	Celtic BK Salt Lake City, UT CD	Interest			0					1,057.19			1,057.19
31-May-2024	Enterprise BK Allison PK, PA CD	Interest			0					915.56			915.56
31-May-2024	Chase Bank	Interest			0	2.38	2.16	4.54			2.38	2.16	4.54
31-May-2024	Ending Balance		1,470,000	1,470,000	2,940,000	56,529.29	51,171.03	107,700.32	57,337.58	46,828.09	23.61	22.48	104,211.76
11-Jun-2024	United Bankers BK Bloomington, MN CD	5.00% - Due 03/30/26	245,000		245,000								0.00
24-Jun-2024	Optum BK Draper, UT CD	Interest			0				6,141.78				6,141.78
24-Jun-2024	UBS BK Salt Lake City UT CD	Interest			0				998.79				998.79
13-Jun-2024	Flagstar BK Natl Assn Hicksville, AZ CD	Interest			0					5,834.69			5,834.69
20-Jun-2024	Celtic BK Salt Lake City, UT CD	Interest			0					1,092.43			1,092.43
24-Jun-2024	Cross River Bank Teaneck NJ CD	Interest			0					6,448.87			6,448.87
30-Jun-2024	Chase Bank	Interest			0	2.15	1.95	4.10			2.15	1.95	4.10
30-Jun-2024	Ending Balance		1,715,000	1,470,000	3,185,000	56,531.44	51,172.98	107,704.42	64,478.15	60,204.08	25.76	24.43	124,732.42
1-Jul-2024	Enterprise BK Allison PK, PA CD	Interest			0					886.03			886.03
11-Jul-2024	RBS Citizens NA Providence, RI CD	Maturity & Interest	(245,000)		(245,000)				10,115.48				10,115.48
19-Jul-2024	Celtic BK Salt Lake City, UT CD	Interest			0					1,057.19			1,057.19
24-Jul-2024	UBS BK Salt Lake City UT CD	Interest			0				966.58				966.58
29-Jul-2024	United Bankers BK Bloomington, MN CD	Interest			0				1,006.85				1,006.85
31-Jul-2024	Enterprise BK Allison PK, PA CD	Interest			0					915.56			915.56
26-Jul-2024	First Farmers BK & Trust CD	4.60% - Due 05/26/26	245,000		245,000								0.00
31-Jul-2024	Chase Bank	Interest			0	1.01	0.91	1.92			1.01	0.91	1.92
31-Jul-2024	Ending Balance		1,715,000	1,470,000	3,185,000	56,532.45	51,173.89	107,706.34	12,088.91	2,858.78	1.01	0.91	139,682.03

Position Summary

Cook Memorial Public Library

Report date as of Jul 31, 2024

Report run time: August 01, 2024 05:12 PM

Qty	Security	Mat/Exp Date	Cost	Share Price	Market Value	Unreal G/L	% Unreal G/L	Est Ann Inc		CY Cost Yld	Div/Int Rate	YTM
								Accr Inc				
... 6412 / Cook Memorial PLD General			1,715,000		1,719,567	4,567	0.27	86,240	5.02			
Corporate Bond			1,715,000		1,719,567	4,567	0.27	13,835	5.03			
245,000	FIRST FMRS BK & TR CONVERSE IND C/D FDIC INS TO LIMITS 320165MA8060	2026-05-26	245,000	100.07	245,163	163	0.07	11,270	4.60	4.60	0.00	
								0	4.60			
245,000	OPTUM BK DRAPER UTAH C/D FDIC INS TO LIMITS 68405VBC2060	2025-04-16	245,000	100.29	245,701	701	0.29	13,352	5.43	5.45	5.01	
								3,841	5.45			
245,000	OPTUM BK DRAPER UTAH C/D FDIC INS TO LIMITS 68405VBW8060	2025-06-23	245,000	100.10	245,248	248	0.10	12,250	4.99	5.00	6.00	
								1,275	5.00			
245,000	UBS BK USA SALT LAKE CITY UT C/D FDIC INS TO LIMITS 90355GBR6060	2024-08-26	245,000	99.97	244,938	-62	-0.03	11,760	4.80	4.80	0.00	
								0	4.80			
245,000	UNITED BANKERS BK BLOOMINGTON MINN C/D FDIC INS TO LIMITS 909557LB4060	2026-03-30	245,000	100.60	246,467	1,467	0.60	12,250	4.97	5.00	0.00	
								0	5.00			
245,000	VALLEY NATL BK PASSAIC N J C/D FDIC INS TO LIMITS 919853KT7060	2025-09-05	245,000	100.23	245,572	572	0.23	12,372	5.04	5.05	4.81	
								4,983	5.05			
245,000	WESTERN ALLIANCE BK PHOENIX C/D FDIC INS TO LIMITS 95763PQF1060	2025-10-16	245,000	100.60	246,478	1,478	0.60	12,985	5.27	5.30	4.77	
								3,735	5.30			
... 6414 / Cook Memorial PLD Special Res			1,470,000		1,470,576	576	0.04	73,868	5.02			
Corporate Bond			1,470,000		1,470,576	576	0.04	19,102	5.03			
Corporate Bond			1,470,000		1,470,576	576	0.04	73,868	5.02			
Corporate Bond			1,470,000		1,470,576	576	0.04	19,102	5.03			

J.P.Morgan

Please note disclosures and glossary included herein for important information about this report. Only the details for your investment account(s) are included on this page.

Position Summary

Cook Memorial Public Library

Report date as of Jul 31, 2024

Report run time: August 01, 2024 05:12 PM

Qty	Security	Mat/Exp Date	Cost	Share Price	Market Value	Unreal G/L	% Unreal G/L	Est Ann Inc		CY	Div/Int Rate	YTM
								Accr Inc	Cost Yld			
245,000	CELTIC BK SALT LAKE CITY UTAH C/D FDIC INS TO LIMITS 15118RJ24060	2025-03-19	245,000	100.15	245,370	370	0.15	12,862	5.24	5.25	0.00	
								0	5.25			
245,000	CROSS RIV BK TEANECK N J CD C/D FDIC INS TO LIMITS 227563CW1060	2024-12-23	245,000	100.01	245,029	29	0.01	12,862	5.25	5.25	5.17	
								1,304	5.25			
245,000	ENTERPRISE BK ALLISON PK PA C/D FDIC INS TO LIMITS 29367RMY9060	2026-01-30	245,000	99.65	244,141	-859	-0.35	10,780	4.42	4.40	0.00	
								0	4.40			
245,000	FLAGSTAR BK NATL ASSN HICKSVI C/D FDIC INS TO LIMITS 33847GBL5060	2025-12-15	245,000	100.07	245,180	180	0.07	11,638	4.75	4.75	4.68	
								1,499	4.75			
245,000	ISRAEL DISC BK NEW YORK N Y C/D FDIC INS TO LIMITS 465076UG0060	2025-09-15	245,000	100.36	245,872	872	0.36	12,618	5.13	5.15	4.80	
								4,736	5.15			
245,000	RIVER CITY BK INC KY CD 5.3 C/D FDIC INS TO LIMITS 76804EAG2060	2024-09-12	245,000	99.99	244,984	-16	-0.01	13,108	5.35	5.35	5.16	
								11,563	5.35			
Total For Accounts held at JPMS, member FINRA and SIPC			3,185,000		3,190,143	5,143	0.16	160,108	5.02			
								32,936	5.03			

Report includes Account(s): ...6412, ...6414, ...6415

Please note disclosures and glossary included herein for important information about this report. Only the details for your investment account(s) are included on this page.

J.P.Morgan

Cook Memorial Public Library District

Investment Transaction Schedule - MaxSafe Account - General Fund

Date	Investment	Transaction Type	Description	MaxSafe Account - General Fund	Interest Income
30-Apr-2024	Ending Balance			3,714,030.23	166,200.70
16-May-2024	Maintenance Fee	Fee	Analysis for 04/24	(105.00)	
31-May-2024	Wintrust Bank	Interest	For May 2024	17,260.02	17,260.02
31-May-2024	Ending Balance			3,731,185.25	183,460.72
18-Jun-2024	Maintenance Fee	Fee	Analysis for 05/24	(105.00)	
30-Jun-2024	Wintrust Bank	Interest	For June 2024	15,695.44	15,695.44
30-Jun-2024	Ending Balance			3,746,775.69	199,156.16
17-Jul-2024	Maintenance Fee	Fee	Analysis for 06/24	(105.00)	
31-Jul-2024	Wintrust Bank	Interest	For July 2024	18,405.88	18,405.88
31-Jul-2024	Ending Balance			3,765,076.57	217,562.04

Cook Memorial Public Library District

Investment Transaction Schedule - MaxSafe Account - Special Reserve Fund

Date	Investment	Transaction Type	Description	Running Balance	Interest Income
30-Apr-2024 Ending Balance				974,334.28	47,256.44
31-May-2024	Wintrust Bank	Interest	For May 2024	4,486.66	4,486.66
31-May-2024 Ending Balance				978,820.94	51,743.10
30-Jun-2024	Wintrust Bank	Interest	For June 2024	4,079.97	4,079.97
30-Jun-2024 Ending Balance				982,900.91	55,823.07
31-Jul-2024	Wintrust Bank	Interest	For July 2024	4,784.09	4,784.09
31-Jul-2024 Ending Balance				987,685.00	60,607.16

AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR COOK MEMORIAL PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JULY 2024, AND ENDING ON THE 30TH DAY OF JUNE 2025

WHEREAS, the Board of Library Trustees for the Cook Memorial Public Library District, Lake County, Illinois, caused to be prepared in tentative form a Combined Annual Budget and Appropriation Ordinance, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty (30) days prior to final action thereon; and

WHEREAS, a public hearing was held as to such Budget and Appropriation Ordinance on the 20th day of August 2024, and notice of said hearing was given at least thirty (30) days prior thereto as required by law, and all other legal requirements have been complied with.

NOW, THEREFORE, Be It Ordained by the Board of Library Trustees of the Cook Memorial Public Library District, Lake County, Illinois, as follows:

Section 1: That the fiscal year of this Public Library District is hereby fixed to begin on July 1, 2024, and end on June 30, 2025.

Section 2: That the following Budget containing an estimate of the amount available and expenditures and the appropriations contained therein be and the same is hereby adopted as the Budget and Appropriations for this Public Library District for this fiscal year, and the sum of \$17,664,595, or as much thereof as may be authorized by law, is hereby appropriated for the purpose of the Cook Memorial Public Library District, as hereinafter specified for said fiscal year.

PART I
Estimated Revenue Available

Item 1:	Cash on hand as of July 1, 2024	6,852,045
Item 2:	Estimate of Revenue expected to receive during FY2025	10,812,550
	TOTAL ESTIMATED REVENUE	<u>\$ 17,664,595</u>

PART II
Estimated Expenditures (Appropriations) – General Fund

<u>Account</u>	<u>Appropriation</u>
Salaries	\$5,515,000
Benefits	680,000
Training	68,000
Materials (Books/Periodicals/Databases)	1,500,000
Processing	50,000
Supplies	200,000
Vehicle Operations	50,000
Computer Operation	725,000
Utilities	200,000
Telephone	40,000
Postage	15,000
Maintenance	250,000
Repair	150,000
Insurance	88,000
Professional Services	125,000
Improvements	125,000
Community Relations	215,000
Rent	5,000
Contingencies	50,000
Debt Service	985,000
Capital Improvement Projects	<u>125,000</u>
TOTAL ESTIMATED GENERAL FUND EXPENSES	<u>\$11,161,000</u>

The foregoing appropriations are appropriated from the general property tax for corporate purposes.

PART III
Estimated Expenditures (Appropriations) – Special Reserve Fund

Special Reserve Fund	\$1,750,000
----------------------	-------------

The foregoing appropriation is hereby appropriated from the unexpended balances of the proceeds received annually from public library taxes unexpended and accumulated pursuant to 75 Illinois Compiled Statutes 16/40-50 as noted in Section 6 herein and is in addition to the other appropriations set forth herein.

PART IV
Estimated Expenditures (Appropriations) – IMRF

Illinois Municipal Retirement Fund \$ 557,000

The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the Library District’s contributions to the Illinois Municipal Retirement Fund and is in addition to all other library district taxes as provided by law.

PART V
Estimated Expenditures (Appropriations) – Social Security

Social Security – Employer’s Contributions \$ 418,000

The foregoing appropriation is hereby appropriated from the proceeds of a special tax to pay the Library District’s contributions to Social Security and is in addition to all other library district taxes as provided by law.

SUMMARY of APPROPRIATIONS

GENERAL FUND	\$11,161,000
ILLINOIS MUNICIPAL RETIREMENT FUND	557,000
SOCIAL SECURITY FUND	418,000
SPECIAL RESERVE FUND	<u>1,750,000</u>
TOTAL APPROPRIATION	<u>\$13,886,000</u>

Section 3: That all unexpended balances of any item or items of any general appropriation in this Ordinance be expended in making up any insufficiency in any other item or items in the same general appropriation and for the same general purpose of any like appropriation made by this Ordinance.

Section 4: That the invalidity of any item or section of this Ordinance shall not affect the validity of the whole or part thereof.

Section 5: That all ordinances or parts of ordinances conflicting with any provision of this Ordinance be and the same are hereby repealed.

Section 6: That the Board of Library Trustees of the Cook Memorial Public Library District has established a Special Reserve Fund to be accumulated from the unexpended balance from the proceeds received from the library taxes levied for the year 1992 and subsequent years, said fund to be accumulated and set aside as a Special Reserve Fund for the purchase of sites and construction and equipment of buildings for library purposes in accordance with Chapter 75, Act 16, 40-50 of the Illinois Compiled Statutes as amended, and that said Board of Library Trustees shall adopt a plan or plans pursuant to the provisions of Article 40 of the Public Library District Act of 1991.

Section 7: That this Ordinance shall be in full force and effect from and after passage and publication as provided by law.

ADOPTED this 20th day of August 2024, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSTAINS: _____

ABSENT: _____

DATE OF ENACTMENT _____

EFFECTIVE DATE _____

President, Deborah Ader

Secretary, Karen Singer