

BOARD OF LIBRARY TRUSTEES

TUESDAY, JUNE 18, 2024

7:00 P.M.

RICHARD FRISBIE BOARD ROOM

(Meeting may be viewed on the Library's YouTube channel [here](#))

- AGENDA -

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. PUBLIC COMMENT
- V. LIAISON REPORTS
 - FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY
 - ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION
- VI. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF MAY 21, 2024 (Action Item 1)
- VII. APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF JUNE 3, 2024 (Action Item 2)

VIII. REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED MAY 31, 2024 (Item 3)

IX. REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED MAY 31, 2024 (Action Item 4)

X. EXECUTIVE DIRECTOR'S REPORT

- FOCUS ON ESL AND LITERACY SERVICES

English as a Second Language and Literacy Services staff will provide a general overview of the department

XI. OLD BUSINESS

- REVIEW AND ACCEPTANCE OF ANNUAL FINANCIAL REPORT (Action Item 5)

The board will review and consider acceptance of the auditor's state of Auditing Standards letter, the auditor's letter of management and the annual financial report for the year ended December 31, 2023

- AUTHORIZATION OF INTERNET CONTENT FILTER PURCHASE (Action Item 6)

The board will review and consider authorization to purchase an internet filtering firewall to be compliant with recent changes to Policy 6.003 Internet Access

- AUTHORIZATION TO LIBRARY VEHICLE PURCHASE (Action Item 7)

The board will review and consider authorization to purchase a new library outreach vehicle

- BOOKMOBILE CONSULTANT SERVICES (Action Item 8)

The board will consider engaging with a consultant to work with library staff to develop the specifications, analyze the request for proposal and oversee the construction of a new bookmobile

- ADOPTION OF 2025 BUDGET TARGETS (Action Item 9)

The board will consider adoption of targets used in the development of the 2025 budget

- REVIEW ISSUANCE OF NONRESIDENT LIBRARY CARDS AND APPROVAL OF NONRESIDENT CARD FEE (Action Item 10)
Each June, the board affirms its commitment to continue to offer a nonresident fee card option under Public Act 92-0166 and approves the nonresident card fee for the upcoming year

XII. NEW BUSINESS

XIII. ITEM(S) FROM CLOSED SESSION FOR ACTION

XIV. OTHER

XV. ADJOURNMENT

Public comment for this meeting can be made either in person or in advance via email. Please email comments to LibraryDirector@ahml.info by 5:00 p.m., June 18, 2024. Comments will be shared during the Public Comment section of the agenda.

Final vote or action may be taken at the meeting on any agenda item subject matter listed above, unless the agenda line item specifically states otherwise.

Individuals with disabilities who plan to attend this meeting and who require certain accommodations to allow them to observe and/or participate are requested to contact the library's Business Office (phone 847-506-2611; text 847-665-1491) 48 hours in advance, if possible, to allow for the arrangement of reasonable accommodations.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY HELD ON TUESDAY, MAY 21, 2024.

05.24.01 A regular meeting of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Richard Frisbie Board Room of the Arlington Heights Memorial Library on Tuesday, May 21, 2024, at 7:00 p.m. by President Amy Somary.

05.24.02 Upon **ROLL CALL**, the following answered Present: Trustees Galla, Kelly, Medal, Zyck and Somary.

Absent: Trustees Borrell and Ruhl

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; Sasha Vasilic, Director of Communications and Marketing; Traci Sara, Finance Manager; Lisa Haack, Human Resources Manager; Shannon Meyer, Community and Circulation Services Manager; Carmel Evangelista, Material Handling Supervisor; Teresa Katsogianos, Administrative Assistant and Janet Moravec, Executive Administrative Assistant.

05.24.03 President Somary led the **PLEDGE OF ALLEGIANCE**.

Trustee Ruhl joined the meeting at 7:04 p.m.

05.24.04 There was no **PUBLIC COMMENT**.

05.24.05 **LIAISON REPORTS**

- **FRIENDS OF THE ARLINGTON HEIGHTS MEMORIAL LIBRARY** – Executive Director Mike Driskell reported that the Friends will host the next book sale the first weekend in June, break for summer and return in the fall.

- **ARLINGTON HEIGHTS MEMORIAL LIBRARY FOUNDATION** – Mr. Driskell reported the Arlington Heights Memorial Library Foundation is busy finalizing the scholarship applications for a June announcement. Committees are busy preparing for future events.

05.24.06 Trustee Kelly moved **APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF APRIL 16, 2024 (Action Item 1)**. Trustee Galla seconded. All were in favor and the minutes were approved as submitted.

05.24.07 Trustee Zyck moved **APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MAY 6, 2024 (Action Item 2)**. Trustee Galla seconded. All were in favor and the minutes were approved as submitted.

05.24.08 **REVIEW OF THE FINANCIAL REPORT FOR THE PERIOD ENDED APRIL 30, 2024 (Item 3)** – Mr. Driskell reported the library received personal property replacement taxes (PPRT) in the amount of \$17,083.78. The library received \$31,570.90 in interest income in April. With 33% of the fiscal year lapsed, 32% of the unaudited annual operating budget has been expensed. Fifteen percent of the total annual capital budget has been expensed as of April.

05.24.09 **REVIEW OF THE CHECK REGISTER FOR THE PERIOD ENDED APRIL 30, 2023 (Action Item 4)** – Mr. Driskell provided information in response to trustees' questions regarding individual expenditures.

Trustee Galla moved **THE BOARD OF LIBRARY TRUSTEES APPROVES THE ACCOUNTS PAYABLE CHECK REGISTER FOR THE ARLINGTON HEIGHTS MEMORIAL LIBRARY OF APRIL 30, 2024, IN THE AMOUNT OF \$1,324,527.53.**

Trustee Zyck seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Kelly, Medal, Ruhl, Zyck and Somary. Nay: none. The motion carried.

At 7:07 p.m., Trustee Zyck moved **THE BOARD OF LIBRARY TRUSTEES ALLOWS TRUSTEE JENNIFER BORRELL TO ATTEND THE MEETING ELECTRONICALLY DUE TO EMPLOYMENT PURPOSES.** Trustee Ruhl seconded. All were in favor and the motion carried.

05.24.10 **EXECUTIVE DIRECTOR'S REPORT** – The executive director highlighted the May 2024 Director's Report.

- **24/7 PICKUP LOCKER PRESENTATION** – Circulation Services Manager Shannon Meyer and Material Handling Supervisor Carmel Evangelist presented an overview of the 24/7 Pickup Lockers.

President Somary moved **TO ADJUST THE ORDER OF THE AGENDA AND MOVE FORWARD NEW BUSINESS BEFORE OLD BUSINESS.** Trustee Galla seconded. All were in favor and the motion carried.

05.24.11 **NEW BUSINESS**

- **EMPLOYEE ENGAGEMENT SURVEY RESULTS (Item 7)** - Human Resources Manager Lisa Haack presented an overview of the employee engagement survey process and the findings provided to the library by the survey administrator.

- **2023 BUDGET VARIANCE REPORT (Item 8)** – Finance Manager Traci Sara presented a review of the final 2023 actual results and discussed variances from the 2023 budget.

05.24.12 **OLD BUSINESS**

- **POLICY 6.003 INTERNET ACCESS (Action Item 5)** - The board reviewed and considered options for revisions to Policy 6.003 Internet Access which includes proactively filtering internet content.

Trustee Galla moved **THE BOARD OF LIBRARY TRUSTEES ADOPTS PROPOSED REVISIONS TO POLICY 6.003 INTERNET ACCESS.** Trustee Kelly seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Galla, Kelly, Medal, Zyck and Somary. Nay: Trustees Borrell and Ruhl. The motion carried.

- **AUTHORIZATION OF PURCHASE OF 24/7 PICKUP LOCKERS (Action Item 6)** – The board considered authorization of the purchase of two 24/7 pickup locker systems to be used on the north and south ends of Arlington Heights.

Trustee Medal moved **THE BOARD OF LIBRARY TRUSTEES AUTHORIZES THE PURCHASE OF TWO 24/7 PICKUP LOCKER SYSTEMS TO BE USED ON THE NORTH AND SOUTH ENDS OF OUR COMMUNITY NOT TO EXCEED \$74,000.** Trustee Ruhl seconded. Upon **ROLL CALL**, the following answered Aye: Trustees Borrell, Galla, Kelly, Medal, Ruhl, Zyck and Somary. Nay: none. The motion carried.

05.23.13 **OTHER**

- Trustee Zyck thanked library staff for the financial planning basic programming that the library offers.

- Trustee Borrell commended the outstanding customer service provided by library staff after witnessing an interaction in the parking garage where a staff member went out of their way to assist a customer.

- President Somary remarked on the wonderful volunteer recognition event held earlier in the month and thanked all the amazing library volunteers who serve the community.

There being no further business to discuss, Trustee Ruhl moved **ADJOURNMENT.** Trustee Zyck seconded. All were in favor and the meeting was adjourned at 9:07 p.m.

Andi Ruhl, Vice President/Secretary

Janet Moravec, Recorder

BOARD OF LIBRARY TRUSTEES

COMMITTEE OF THE WHOLE

06.24.01 A meeting of the Committee of the Whole of the Board of Library Trustees of the Arlington Heights Memorial Library was called to order in the Richard Frisbie Board Room of the Arlington Heights Memorial Library on Monday, June 3, 2024, at 7:00 p.m. by President Amy Somary.

Upon **ROLL CALL**, the following answered Present: Trustees Borrell, Kelly, Medal, Zyck and Somary.

Absent: Trustees Galla and Ruhl

Also present: Michael Driskell, Executive Director; Dana Revilla, Deputy Director; Sasha Vasilic, Director of Communications and Marketing; Traci Sara, Finance Manager; Teresa Katsogianos Administrative Assistant; Casey Stannis, Business Office Student Intern and Janet Moravec, Executive Administrative Assistant.

06.24.02 President Somary led the **PLEDGE OF ALLEGIANCE**.

06.24.03 There was no **PUBLIC COMMENT**

Trustee Ruhl joined the meeting at 7:03 p.m.

06.24.04 **INTERNET CONTENT FILTER (Item 1)** – Executive Director Michael Driskell presented a proposal to purchase an internet content filter to be compliant with recent changes to Policy 6.003 Internet Access. The proposed filter is the Barracuda Web Security Gateway firewall. The cost of this new filter, \$11,565, exceeds the \$10,000 authority threshold of the executive director. The committee discussed and considered this unbudgeted expense for 2024.

06.24.05 **LIBRARY VEHICLE PURCHASE (Item 2)** – Mr. Driskell provided information for the proposed purchase of a 2024 Chrysler Pacifica, a seven-passenger minivan, to be used for additional outreach opportunities throughout the village. The proposed vehicle has a larger cargo capacity and seating for more staff than the library's current vehicle.

06.24.06 **BOOKMOBILE CONSULTANT SERVICES (Item 3)** – Mr. Driskell presented a proposal for design consultant services from Specialty Vehicle Services (SVS) to aid in the purchase of a new bookmobile. The cost for this service totals \$23,900.

06.24.07 **2025 BUDGET TIMETABLE (Item 4)** – President Somary invited Traci Sara, Finance Manager to join the table. The committee reviewed and discussed the timetable for the budget preparations for 2025.

06.24.08 **2025 BUDGET TARGETS (Item 5)** – Ms. Sara presented and reviewed the targets that will be used in the development of the 2025 budget.

06.24.09 **REVIEW ISSUANCE OF NONRESIDENT LIBRARY CARDS AND NONRESIDENT CARD FEE (Item 6)** – The committee reviewed its commitment to continue to offer a nonresident fee card option under Public Act 92-0166 and reviewed the nonresident card fee for the upcoming year.

06.24.10 **OTHER**

-President Somary remarked on the success of the Introduction to Pickleball event that was held in partnership with the Arlington Heights Park District.

06.24.11 Trustee Zyck moved **THE COMMITTEE OF THE WHOLE ADJOURN TO CLOSED SESSION IN ACCORDANCE WITH 5 ILCS 120/3 (C) (1) TO REVIEW EXECUTIVE DIRECTOR’S PERFORMANCE GOALS AND (11) TO DISCUSS PROBABLE LITIGATION.** Trustee Borell seconded. All were in favor and the committee went into closed session at 8:00 p.m.

The committee returned to open session at 8:47 p.m.

- Trustee Ruhl commented on a recent visit to the Marketplace and her use of the space. Mr. Driskell reminded the board of the upcoming pilot of summer hours on Fridays from 9 a.m.-1p.m., June 7-September 20.

There being no further business to be discussed, Trustee Zyck moved **ADJOURNMENT.** Trustee Ruhl seconded. All were in favor and the meeting was adjourned at 8:51 p.m.

Janet Moravec, Recorder

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
FINANCIAL DASHBOARD
JUNE 2024 BOARD MEETING**

42% of Fiscal Year Lapsed				
Fiscal Year - 2024				
	Full Year	Year to Date		
	<u>Budget</u>	<u>Actual</u>	<u>%</u>	
REVENUES				
Taxes	\$ 15,092,000	\$ 7,807,677	52%	
Intergovernmental	\$ 119,572	\$ -	0%	
Fees	\$ 45,550	\$ 21,281	47%	
Fines	\$ 12,500	\$ 5,959	48%	
Interest	\$ 400,000	\$ 207,963	52%	
Other*	\$ 191,250	\$ 37,503	20%	
Total Revenues	\$ 15,860,872	\$ 8,080,383	51%	
EXPENDITURES				
Personal Services	\$ 12,289,462	\$ 4,902,090	40%	
Contractual Services	\$ 1,950,037	\$ 966,381	50%	
Commodities	\$ 2,317,328	\$ 1,132,029	49%	
Other Charges	\$ 55,279	\$ 9,185	17%	
Property	\$ 120,626	\$ 28,526	24%	
Total Operating Expenditures	\$ 16,732,732	\$ 7,038,211	42%	
YTD b/(w)	(\$66,239)			
Capital Expenditures	\$ 1,469,337	\$ 240,561	16%	
Total Expenditures	\$ 18,202,069	\$ 7,278,772	40%	

*Other Revenue includes donations and FOL reimbursements, as well as sales of library bags, Digital Services & Makerplace items, and vehicle stickers.

Capital Projects			
	2024 Budget	2024 Expenses to Date	Status/Notes
<i>Interior Renovations</i>	\$ 700,000	\$ 23,743	
<i>Chillers and Cooling Towers</i>	\$ 562,287	\$ 144,686	Largely delayed from 2023
<i>Copiers/Public Printers</i>	\$ 18,000	\$ -	Pursued new lease agreement instead
<i>Graphics Printer</i>	\$ 5,000	\$ -	
<i>Truck & Van</i>	\$ 120,000	\$ 52,575	
<i>Lockers</i>	\$ -	\$ 1,385	Complete
<i>KW Redesign</i>	\$ -	\$ 18,172	Project complete
<i>Makerspace Partnership on Belmont Lot</i>	\$ 64,050	\$ -	
Total Capital Project Fund	\$ 1,469,337	\$ 240,561	16%

Personnel			
	Full Time	Part Time	FTE
2024 Budget	88	159	159.00
Actual Headcount 4/30/2024	88	134	
New Hires May		7	
Separations May		3	
All Other, Net May			
Actual Headcount 5/31/2024	88	138	152.83
YTD Volunteer Hrs	9,329	Annualized FTE	4.78

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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REVENUE REPORT 41.67% OF YEAR LAPSED

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ACCOUNTING PERIOD 5/2024

	ACCOUNT	ACCOUNT DESCRIPTION	***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL ESTIMATE	UNREALIZED BALANCE
			ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV		
291	Memorial Library Fund									
	01	REAL ESTATE TAXES								
	291-0000-401030-	Real Estate Tax IMRF	79,416.67	0.00	0.00%	397,083.33	494,730.71	124.59%	953,000.00	458,269.29
	291-0000-401040-	Real Estate Tax FICA	56,833.33	0.00	0.00%	284,166.67	354,046.53	124.59%	682,000.00	327,953.47
	291-0000-401050-	Real Estate Tax	1,099,416.67	0.00	0.00%	5,497,083.33	6,848,879.77	124.59%	13,193,000.00	6,344,120.23
		Total for REAL ESTATE TAXES	1,235,666.67	0.00	0.00%	6,178,333.33	7,697,657.01	124.59%	14,828,000.00	7,130,342.99
	03	INTERGOV TAXES								
	291-0000-403250-	Intergov Taxes Replacemnt Tax	22,000.00	41,301.89	187.74%	110,000.00	110,019.53	100.02%	264,000.00	153,980.47
		Total for INTERGOV TAXES	22,000.00	41,301.89	1.30%	110,000.00	110,019.53	100.02%	264,000.00	153,980.47
	11	INTERGOV REV								
	291-0000-411650-	Intergov Rev Per Cap Grnt/Gift	9,547.67	0.00	0.00%	47,738.33	0.00	0.00%	114,572.00	114,572.00
	291-0000-411700-	Intergov Rev Other Grants	0.00	0.00		0.00	0.00		0.00	0.00
	291-0000-411900-	Intergov Rev Contrib Ord. Libr	416.67	0.00	0.00%	2,083.33	0.00	0.00%	5,000.00	5,000.00
		Total for INTERGOV REV	9,964.33	0.00	0.00%	49,821.67	0.00	0.00%	119,572.00	119,572.00
	36	LIBRARY FEES								
	291-0000-436720-	Fees Library Non Resident	66.67	0.00	0.00%	333.33	474.00	142.20%	800.00	326.00
	291-0000-436740-	Fees Library Copy/Read/Print	3,541.67	3,662.20	103.40%	17,708.33	19,407.08	109.59%	42,500.00	23,092.92
	291-0000-436750-	Fees Library Meeting Room	187.50	350.00	186.67%	937.50	1,400.00	149.33%	2,250.00	850.00
		Total for LIBRARY FEES	3,795.83	4,012.20	0.73%	18,979.17	21,281.08	112.13%	45,550.00	24,268.92
	42	LIBRARY FINES								
	291-0000-442200-	Fines Lib Late Charges	41.67	100.00	240.00%	208.33	390.00	187.20%	500.00	110.00
	291-0000-442250-	Fines Lib Lost/Damaged Item	1,000.00	1,627.80	162.78%	5,000.00	5,569.33	111.39%	12,000.00	6,430.67
		Total for LIBRARY FINES	1,041.67	1,727.80	1.15%	5,208.33	5,959.33	114.42%	12,500.00	6,540.67
	61	INTEREST INCOME								
	291-0000-461020-	Int Inc on Investments	33,333.33	32,786.20	98.36%	166,666.67	190,558.41	114.34%	400,000.00	209,441.59
		Total for INTEREST INCOME	33,333.33	32,786.20	0.68%	166,666.67	190,558.41	114.34%	400,000.00	209,441.59

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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REVENUE REPORT 41.67% OF YEAR LAPSED

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ACCOUNTING PERIOD 5/2024

		***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
291 62	INVESTMENT INCOME								
	291-0000-462100- Invest Inc Invstmnt Inc IMET	0.00	0.00		0.00	2,414.94		0.00	-2,414.94
	Total for INVESTMENT INCOME	0.00	0.00		0.00	2,414.94		0.00	-2,414.94
81	SPECIAL EVENTS								
	291-0000-481550- Special Events Premium Sponsor	0.00	0.00		0.00	0.00		0.00	0.00
	Total for SPECIAL EVENTS	0.00	0.00		0.00	0.00		0.00	0.00
83	DONATIONS								
	291-0000-483700- Other Donations- Library	7,916.67	103.02	1.30%	39,583.33	712.60	1.80%	95,000.00	94,287.40
	Total for DONATIONS	7,916.67	103.02	0.01%	39,583.33	712.60	1.80%	95,000.00	94,287.40
89	OTHER								
	291-0000-489900- Other Income	1,262.50	673.69	53.36%	6,312.50	5,606.47	88.82%	15,150.00	9,543.53
	291-0000-489940- Other FOL Reimbursements	5,883.33	4,993.96	84.88%	29,416.67	26,598.62	90.42%	70,600.00	44,001.38
	291-0000-489950- Other Foundation Reimbursement	0.00	0.00		0.00	0.00		0.00	0.00
	291-0000-489960- Other IL Vehicle Renewal Stick	250.00	207.00	82.80%	1,250.00	1,286.00	102.88%	3,000.00	1,714.00
	291-0000-489970- Other Misc Revenue Makerspace	416.67	735.15	176.44%	2,083.33	2,624.77	125.99%	5,000.00	2,375.23
	291-0000-489980- Other Makerspace Rent Revenue	208.33	0.00	0.00%	1,041.67	675.00	64.80%	2,500.00	1,825.00
	Total for OTHER	8,020.83	6,609.80	0.57%	40,104.17	36,790.86	91.74%	96,250.00	59,459.14
91	OTHER FINANCE USE								
	291-0000-491050- Other Fin Src Oper Transfer In	0.00	0.00		0.00	0.00		0.00	0.00
	Total for OTHER FINANCE USE	0.00	0.00		0.00	0.00		0.00	0.00
	Total for Fund 291-Memorial Library Fund	1,321,739.33	86,540.91	0.05%	6,608,696.67	8,065,393.76	122.04%	15,860,872.00	7,795,478.24

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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REVENUE REPORT 41.67% OF YEAR LAPSED

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ACCOUNTING PERIOD 5/2024

	ACCOUNT	ACCOUNT DESCRIPTION	***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL ESTIMATE	UNREALIZED BALANCE
			ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV		
491	Capital Projects-Library									
	61 INTEREST INCOME									
	491-0000-461020-	Int Inc on Investments	3,333.33	0.00	0.00%	16,666.67	13,598.45	81.59%	40,000.00	26,401.55
		Total for INTEREST INCOME	3,333.33	0.00	0.00%	16,666.67	13,598.45	81.59%	40,000.00	26,401.55
	62 INVESTMENT INCOME									
	491-0000-462100-	Invest Inc Invstmnt Inc IMET	0.00	0.00		0.00	1,390.71		0.00	-1,390.71
		Total for INVESTMENT INCOME	0.00	0.00		0.00	1,390.71		0.00	-1,390.71
	89 OTHER									
	491-0000-489900-	Other Income	0.00	0.00		0.00	0.00		0.00	0.00
		Total for OTHER	0.00	0.00		0.00	0.00		0.00	0.00
	91 OTHER FINANCE USE									
	491-0000-491050-	Other Fin Src Oper Transfer In	68,750.00	0.00	0.00%	343,750.00	825,000.00	240.00%	825,000.00	0.00
		Total for OTHER FINANCE USE	68,750.00	0.00	0.00%	343,750.00	825,000.00	240.00%	825,000.00	0.00
		Total for Fund 491-Capital Projects-Library	72,083.33	0.00	0.00%	360,416.67	839,989.16	233.06%	865,000.00	25,010.84

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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EXPENDITURE REPORT 41.67% OF YEAR LAPSED

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ACCOUNTING PERIOD 5/2024

ACCOUNT	ACCOUNT DESCRIPTION	***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL ESTIMATE	UNREALIZED BALANCE
		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291	Memorial Library Fund								
6001	Exec Office Admin								
	E1 PERSONAL SERVICES								
	291-6001-611685- Lib Pers Svcs Salaries	34,177.42	47,598.74	139.27%	170,887.08	174,484.78	102.11%	410,129.00	235,644.22
	291-6001-611692- Lib Pers Svcs Achievement Awrđ	250.00	0.00	0.00%	1,250.00	0.00	0.00%	3,000.00	3,000.00
	291-6001-611805- Lib Pers Svcs Overtime Civil	83.33	114.19	137.03%	416.67	156.49	37.56%	1,000.00	843.51
	Total for PERSONAL SERVICES	34,510.75	47,712.93	138.26%	172,553.75	174,641.27	101.21%	414,129.00	239,487.73
	E2 EMPLOYEE BENEFITS								
	291-6001-611905- Lib Empl Benefits Medical Ins	5,215.83	5,214.67	99.98%	26,079.17	26,073.35	99.98%	62,590.00	36,516.65
	291-6001-611910- Lib Empl Benefits IMRF	3,920.17	3,640.49	92.87%	19,600.83	13,325.10	67.98%	47,042.00	33,716.90
	291-6001-611911- Lib Empl Benefits Social Sec	2,119.00	2,893.08	136.53%	10,595.00	10,502.10	99.12%	25,428.00	14,925.90
	291-6001-611912- Lib Empl Benefits Medicare	495.58	676.59	136.52%	2,477.92	2,456.07	99.12%	5,947.00	3,490.93
	291-6001-611953- Lib Empl Benefits Flex Spend	666.67	185.25	27.79%	3,333.33	1,111.50	33.35%	8,000.00	6,888.50
	Total for EMPLOYEE BENEFITS	12,417.25	12,610.08	101.55%	62,086.25	53,468.12	86.12%	149,007.00	95,538.88
	E3 CONTRACTUAL SERVICES								
	291-6001-612005- Lib Prof Tech Svcs Prof Svcs	2,296.67	1,424.84	62.04%	11,483.33	6,353.66	55.33%	27,560.00	21,206.34
	291-6001-612008- Lib Prof Tech Svcs Consult Svc	2,250.00	0.00	0.00%	11,250.00	0.00	0.00%	27,000.00	27,000.00
	291-6001-612020- Lib Prof Tech Svcs Legal Svc	1,166.67	2,121.25	181.82%	5,833.33	3,966.25	67.99%	14,000.00	10,033.75
	291-6001-612040- Lib Prof Tech Svcs General Ins	16,458.33	0.00	0.00%	82,291.67	167,818.04	203.93%	197,500.00	29,681.96
	291-6001-612165- Lib Prop Svcs Other Svcs	222.58	0.00	0.00%	1,112.92	588.22	52.85%	2,671.00	2,082.78
	291-6001-612201- Lib Other Cont Svcs Advertisng	41.67	0.00	0.00%	208.33	0.00	0.00%	500.00	500.00
	291-6001-612202- Lib Other Cont Svcs Dues	503.58	0.00	0.00%	2,517.92	2,402.00	95.40%	6,043.00	3,641.00
	291-6001-612203- Lib Other Cont Svcs Training	11,726.25	4,571.49	38.99%	58,631.25	59,085.97	100.78%	140,715.00	81,629.03

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			***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP	ESTIMATE	BALANCE	
291 6001	E3 291-6001-612205-	Lib Other Cont Svcs Postage	4,020.83	6,200.00	154.20%	20,104.17	31,439.31	156.38%	48,250.00	16,810.69
	Total for CONTRACTUAL SERVICES		38,686.58	14,317.58	37.01%	193,432.92	271,653.45	140.44%	464,239.00	192,585.55
	E4	COMMODITIES								
	291-6001-613005-	Lib Genl Supp Office Supp Equip	425.83	55.12	12.94%	2,129.17	1,029.63	48.36%	5,110.00	4,080.37
	291-6001-613185-	Lib Supplies Small Tools Equip	104.17	0.00	0.00%	520.83	86.98	16.70%	1,250.00	1,163.02
	291-6001-613272-	Lib Supplies Special Events	108.33	0.00	0.00%	541.67	37.53	6.93%	1,300.00	1,262.47
	Total for COMMODITIES		638.33	55.12	8.63%	3,191.67	1,154.14	36.16%	7,660.00	6,505.86
	E5	OTHER CHARGES								
	291-6001-614096-	Lib Other Charges Oper Conting	666.67	0.00	0.00%	3,333.33	750.00	22.50%	8,000.00	7,250.00
	Total for OTHER CHARGES		666.67	0.00	0.00%	3,333.33	750.00	22.50%	8,000.00	7,250.00
	E6	CAPITAL								
	291-6001-615015-	Lib Capital Other Equipment	4,145.83	1,736.00	41.87%	20,729.17	22,717.99	109.59%	49,750.00	27,032.01
	Total for CAPITAL		4,145.83	1,736.00	41.87%	20,729.17	22,717.99	109.59%	49,750.00	27,032.01
	Total for 6001-Exec Office Admin		91,065.42	76,431.71	83.93%	455,327.08	524,384.97	115.17%	1,092,785.00	568,400.03
	6002	Exec Office Commun & Mrkting								
E1	PERSONAL SERVICES									
291-6002-611685-	Lib Pers Svcs Salaries	39,045.50	53,989.77	138.27%	195,227.50	199,438.82	102.16%	468,546.00	269,107.18	
291-6002-611805-	Lib Pers Svcs Overtime Civil	100.00	1.97	1.97%	500.00	56.01	11.20%	1,200.00	1,143.99	
Total for PERSONAL SERVICES		39,145.50	53,991.74	137.93%	195,727.50	199,494.83	101.92%	469,746.00	270,251.17	
E2	EMPLOYEE BENEFITS									
291-6002-611905-	Lib Empl Benefits Medical Ins	9,650.50	9,651.00	100.01%	48,252.50	48,255.00	100.01%	115,806.00	67,551.00	

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			***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED			
ACCOUNT	ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP	ESTIMATE	BALANCE			
291	6002	E2	291-6002-611910-	Lib Empl Benefits IMRF	4,478.50	4,119.59	91.99%	22,392.50	15,221.48	67.98%	53,742.00	38,520.52	
			291-6002-611911-	Lib Empl Benefits Social Sec	2,420.83	3,185.28	131.58%	12,104.17	11,597.20	95.81%	29,050.00	17,452.80	
			291-6002-611912-	Lib Empl Benefits Medicare	566.17	744.95	131.58%	2,830.83	2,712.26	95.81%	6,794.00	4,081.74	
			Total for EMPLOYEE BENEFITS		17,116.00	17,700.82	103.42%	85,580.00	77,785.94	90.89%	205,392.00	127,606.06	
		E3	CONTRACTUAL SERVICES										
				291-6002-612008-	Lib Prof Tech Svcs Consult Svc	0.00	1,400.00		0.00	1,400.00		0.00	-1,400.00
				291-6002-612102-	Lib Prop Svcs Equipment Mnt	145.33	0.00	0.00%	726.67	652.00	89.72%	1,744.00	1,092.00
				291-6002-612165-	Lib Prop Svcs Other Svcs	2,035.83	0.00	0.00%	10,179.17	11,231.13	110.33%	24,430.00	13,198.87
				291-6002-612202-	Lib Other Cont Svcs Dues	67.33	0.00	0.00%	336.67	58.00	17.23%	808.00	750.00
				291-6002-612203-	Lib Other Cont Svcs Training	87.58	0.00	0.00%	437.92	243.20	55.54%	1,051.00	807.80
				291-6002-612210-	Lib Other Cont Svcs Printing	16,199.92	24,371.47	150.44%	80,999.58	104,148.41	128.58%	194,399.00	90,250.59
				Total for CONTRACTUAL SERVICES		18,536.00	25,771.47	139.03%	92,680.00	117,732.74	127.03%	222,432.00	104,699.26
			E4	COMMODITIES									
				291-6002-613005-	Lib Genl Supp Office Supp Equip	1,324.25	0.00	0.00%	6,621.25	7,344.08	110.92%	15,891.00	8,546.92
				291-6002-613185-	Lib Supplies Small Tools Equip	1,736.92	2,360.35	135.89%	8,684.58	4,216.35	48.55%	20,843.00	16,626.65
				291-6002-613272-	Lib Supplies Special Events	1,352.83	1,800.02	133.06%	6,764.17	2,025.02	29.94%	16,234.00	14,208.98
				Total for COMMODITIES		4,414.00	4,160.37	94.25%	22,070.00	13,585.45	61.56%	52,968.00	39,382.55
				Total for 6002-Exec Office Commun & Mrkting		79,211.50	101,624.40	128.30%	396,057.50	408,598.96	103.17%	950,538.00	541,939.04
		6003		Exec Office Human Resources									
			E1	PERSONAL SERVICES									
			291-6003-611685-	Lib Pers Svcs Salaries	17,898.83	23,230.32	129.79%	89,494.17	85,228.55	95.23%	214,786.00	129,557.45	
			291-6003-611805-	Lib Pers Svcs Overtime Civil	25.00	37.14	148.56%	125.00	126.21	100.97%	300.00	173.79	
			Total for PERSONAL SERVICES		17,923.83	23,267.46	129.81%	89,619.17	85,354.76	95.24%	215,086.00	129,731.24	

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6003 E2	EMPLOYEE BENEFITS								
	291-6003-611905- Lib Empl Benefits Medical Ins	4,225.50	4,226.00	100.01%	21,127.50	21,130.00	100.01%	50,706.00	29,576.00
	291-6003-611910- Lib Empl Benefits IMRF	1,909.58	1,775.34	92.97%	9,547.92	6,512.64	68.21%	22,915.00	16,402.36
	291-6003-611911- Lib Empl Benefits Social Sec	1,032.25	1,364.59	132.20%	5,161.25	4,955.95	96.02%	12,387.00	7,431.05
	291-6003-611912- Lib Empl Benefits Medicare	241.42	319.14	132.19%	1,207.08	1,159.06	96.02%	2,897.00	1,737.94
	291-6003-611950- Lib Empl Benefits Empl Asst Pg	500.00	0.00	0.00%	2,500.00	5,477.84	219.11%	6,000.00	522.16
	Total for EMPLOYEE BENEFITS	7,908.75	7,685.07	97.17%	39,543.75	39,235.49	99.22%	94,905.00	55,669.51
291 6003 E3	CONTRACTUAL SERVICES								
	291-6003-612165- Lib Prop Svcs Other Svcs	1,583.33	439.59	27.76%	7,916.67	8,520.10	107.62%	19,000.00	10,479.90
	291-6003-612201- Lib Other Cont Svcs Advertisng	108.33	0.00	0.00%	541.67	0.00	0.00%	1,300.00	1,300.00
	291-6003-612202- Lib Other Cont Svcs Dues	325.50	150.00	46.08%	1,627.50	3,613.00	222.00%	3,906.00	293.00
	291-6003-612203- Lib Other Cont Svcs Training	109.42	49.00	44.78%	547.08	128.50	23.49%	1,313.00	1,184.50
	291-6003-612255- Lib Other Cont Svcs In Svc Trg	1,166.67	21.64	1.85%	5,833.33	16,877.39	289.33%	14,000.00	-2,877.39
	Total for CONTRACTUAL SERVICES	3,293.25	660.23	20.05%	16,466.25	29,138.99	176.96%	39,519.00	10,380.01
291 6003 E4	COMMODITIES								
	291-6003-613201- Lib Supplies Program Supplies	33.33	0.00	0.00%	166.67	22.92	13.75%	400.00	377.08
	Total for COMMODITIES	33.33	0.00	0.00%	166.67	22.92	13.75%	400.00	377.08
291 6003 E5	OTHER CHARGES								
	291-6003-614062- Lib Other Charges Tuition Rmb	2,083.33	1,334.88	64.07%	10,416.67	2,230.71	21.41%	25,000.00	22,769.29
	291-6003-614070- Lib Other Charges Empl Recog P	1,856.58	2,074.06	111.71%	9,282.92	6,203.96	66.83%	22,279.00	16,075.04
	Total for OTHER CHARGES	3,939.92	3,408.94	86.52%	19,699.58	8,434.67	42.82%	47,279.00	38,844.33
	Total for 6003-Exec Office Human Resources	33,099.08	35,021.70	105.81%	165,495.42	162,186.83	98.00%	397,189.00	235,002.17

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6004	Exec Offc Pd by Gifts & Grants								
	E3 CONTRACTUAL SERVICES								
	291-6004-612165- Lib Prop Svcs Other Svcs	500.00	1,688.57	337.71%	2,500.00	2,963.42	118.54%	6,000.00 3,036.58	
	291-6004-612210- Lib Other Cont Svcs Printing	50.00	0.00	0.00%	250.00	0.00	0.00%	600.00 600.00	
	291-6004-612218- Lib Other Cont Svcs Pgrms Exhb	2,083.33	3,223.82	154.74%	10,416.67	10,289.17	98.78%	25,000.00 14,710.83	
	Total for CONTRACTUAL SERVICES	2,633.33	4,912.39	186.55%	13,166.67	13,252.59	100.65%	31,600.00 18,347.41	
	E4 COMMODITIES								
	291-6004-613185- Lib Supplies Small Tools Equip	791.67	97.73	12.34%	3,958.33	178.52	4.51%	9,500.00 9,321.48	
	291-6004-613201- Lib Supplies Program Supplies	250.00	0.00	0.00%	1,250.00	237.20	18.98%	3,000.00 2,762.80	
	291-6004-613202- Lib Supplies Program Events	875.00	2,465.89	281.82%	4,375.00	4,531.79	103.58%	10,500.00 5,968.21	
	291-6004-613272- Lib Supplies Special Events	1,250.00	0.00	0.00%	6,250.00	633.85	10.14%	15,000.00 14,366.15	
	291-6004-613275- Lib Supplies Audio Visual	41.67	0.00	0.00%	208.33	0.00	0.00%	500.00 500.00	
	291-6004-613280- Lib Supplies Books	125.00	103.11	82.49%	625.00	697.40	111.58%	1,500.00 802.60	
	Total for COMMODITIES	3,333.33	2,666.73	80.00%	16,666.67	6,278.76	37.67%	40,000.00 33,721.24	
	E6 CAPITAL								
	291-6004-615015- Lib Capital Other Equipment	166.67	0.00	0.00%	833.33	0.00	0.00%	2,000.00 2,000.00	
	291-6004-615055- Lib Capital Other Captl Outlay	166.67	0.00	0.00%	833.33	0.00	0.00%	2,000.00 2,000.00	
	Total for CAPITAL	333.33	0.00	0.00%	1,666.67	0.00	0.00%	4,000.00 4,000.00	
	Total for 6004-Exec Offc Pd by Gifts & Grants	6,300.00	7,579.12	120.30%	31,500.00	19,531.35	62.00%	75,600.00 56,068.65	
6008	Exec Office Finance								
	E1 PERSONAL SERVICES								
	291-6008-611685- Lib Pers Svcs Salaries	21,864.42	30,549.44	139.72%	109,322.08	112,041.97	102.49%	262,373.00 150,331.03	
	291-6008-611805- Lib Pers Svcs Overtime Civil	83.33	56.10	67.32%	416.67	176.45	42.35%	1,000.00 823.55	

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ACCOUNT	ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP	ESTIMATE	BALANCE
291 6008	E1	Total for PERSONAL SERVICES	21,947.75	30,605.54	139.45%	109,738.75	112,218.42	102.26%	263,373.00	151,154.58
	E2	EMPLOYEE BENEFITS								
		291-6008-611905- Lib Empl Benefits Medical Ins	8,466.33	8,466.00	100.00%	42,331.67	42,330.00	100.00%	101,596.00	59,266.00
		291-6008-611910- Lib Empl Benefits IMRF	2,507.83	2,335.19	93.12%	12,539.17	8,566.02	68.31%	30,094.00	21,527.98
		291-6008-611911- Lib Empl Benefits Social Sec	1,355.58	1,785.39	131.71%	6,777.92	6,417.17	94.68%	16,267.00	9,849.83
		291-6008-611912- Lib Empl Benefits Medicare	317.00	417.55	131.72%	1,585.00	1,500.76	94.69%	3,804.00	2,303.24
		Total for EMPLOYEE BENEFITS	12,646.75	13,004.13	102.83%	63,233.75	58,813.95	93.01%	151,761.00	92,947.05
	E3	CONTRACTUAL SERVICES								
		291-6008-612005- Lib Prof Tech Svcs Prof Svcs	788.33	0.00	0.00%	3,941.67	6,650.00	168.71%	9,460.00	2,810.00
		291-6008-612165- Lib Prop Svcs Other Svcs	338.67	204.83	60.48%	1,693.33	1,224.65	72.32%	4,064.00	2,839.35
		291-6008-612202- Lib Other Cont Svcs Dues	37.50	0.00	0.00%	187.50	500.00	266.67%	450.00	-50.00
		291-6008-612203- Lib Other Cont Svcs Training	100.00	7.37	7.37%	500.00	230.22	46.04%	1,200.00	969.78
		291-6008-612225- Lib Other Cont Svcs IT/GIS Svc	11,500.00	11,500.00	100.00%	57,500.00	57,500.00	100.00%	138,000.00	80,500.00
		Total for CONTRACTUAL SERVICES	12,764.50	11,712.20	91.76%	63,822.50	66,104.87	103.58%	153,174.00	87,069.13
	E4	COMMODITIES								
		291-6008-613005- Lib Genl Supp Office Supp Equip	62.50	0.00	0.00%	312.50	248.17	79.41%	750.00	501.83
		Total for COMMODITIES	62.50	0.00	0.00%	312.50	248.17	79.41%	750.00	501.83
		Total for 6008-Exec Office Finance	47,421.50	55,321.87	116.66%	237,107.50	237,385.41	100.12%	569,058.00	331,672.59
6010		Exec Office IT								
	E1	PERSONAL SERVICES								
		291-6010-611685- Lib Pers Svcs Salaries	58,514.42	81,011.49	138.45%	292,572.08	284,988.40	97.41%	702,173.00	417,184.60
		291-6010-611805- Lib Pers Svcs Overtime Civil	20.83	3.90	18.72%	104.17	89.80	86.21%	250.00	160.20

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6010 E1	Total for PERSONAL SERVICES	58,535.25	81,015.39	138.40%	292,676.25	285,078.20	97.40%	702,423.00	417,344.80
291 6010 E2	EMPLOYEE BENEFITS								
	291-6010-611905- Lib Empl Benefits Medical Ins	14,890.58	14,891.00	100.00%	74,452.92	74,455.00	100.00%	178,687.00	104,232.00
	291-6010-611910- Lib Empl Benefits IMRF	6,545.50	6,043.94	92.34%	32,727.50	21,268.74	64.99%	78,546.00	57,277.26
	291-6010-611911- Lib Empl Benefits Social Sec	3,627.92	4,880.43	134.52%	18,139.58	16,965.22	93.53%	43,535.00	26,569.78
	291-6010-611912- Lib Empl Benefits Medicare	848.50	1,141.41	134.52%	4,242.50	3,967.72	93.52%	10,182.00	6,214.28
	Total for EMPLOYEE BENEFITS	25,912.50	26,956.78	104.03%	129,562.50	116,656.68	90.04%	310,950.00	194,293.32
291 6010 E3	CONTRACTUAL SERVICES								
	291-6010-612005- Lib Prof Tech Svcs Prof Svcs	491.25	54.10	11.01%	2,456.25	1,703.66	69.36%	5,895.00	4,191.34
	291-6010-612008- Lib Prof Tech Svcs Consult Svc	291.67	0.00	0.00%	1,458.33	1,490.00	102.17%	3,500.00	2,010.00
	291-6010-612102- Lib Prop Svcs Equipment Mnt	17,309.17	6,691.81	38.66%	86,545.83	170,228.01	196.69%	207,710.00	37,481.99
	291-6010-612165- Lib Prop Svcs Other Svcs	185.83	86.01	46.28%	929.17	548.21	59.00%	2,230.00	1,681.79
	291-6010-612203- Lib Other Cont Svcs Training	537.50	0.00	0.00%	2,687.50	0.00	0.00%	6,450.00	6,450.00
	291-6010-612242- Lib Other Cont Svcs Intnt Acc	5,222.25	6,233.69	119.37%	26,111.25	24,990.56	95.71%	62,667.00	37,676.44
	Total for CONTRACTUAL SERVICES	24,037.67	13,065.61	54.35%	120,188.33	198,960.44	165.54%	288,452.00	89,491.56
291 6010 E4	COMMODITIES								
	291-6010-613005- Lib Genl Supp Office Supp Equip	56.92	0.00	0.00%	284.58	79.96	28.10%	683.00	603.04
	291-6010-613030- Lib Genl Supp Data System Supp	1,822.50	930.26	51.04%	9,112.50	9,369.21	102.82%	21,870.00	12,500.79
	291-6010-613032- Lib Genl Supp Software Libr	12,924.33	6,790.86	52.54%	64,621.67	113,927.78	176.30%	155,092.00	41,164.22
	291-6010-613033- Lib Genl Supp Document Libr	8.33	0.00	0.00%	41.67	0.00	0.00%	100.00	100.00
	291-6010-613185- Lib Supplies Small Tools Equip	1,102.17	403.36	36.60%	5,510.83	4,202.55	76.26%	13,226.00	9,023.45
	291-6010-613205- Lib Supplies Processing Suppl	25.00	0.00	0.00%	125.00	7.16	5.73%	300.00	292.84
	291-6010-613232- Lib Supplies Software	823.92	114.99	13.96%	4,119.58	1,172.49	28.46%	9,887.00	8,714.51

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			***** CURRENT *****			***** YEAR-TO-DATE *****						
ACCOUNT	ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP	ANNUAL ESTIMATE	UNREALIZED BALANCE		
291	6010	E4	Total for COMMODITIES		16,763.17	8,239.47	49.15%	83,815.83	128,759.15	153.62%	201,158.00	72,398.85
		E6	CAPITAL									
			291-6010-615012-	Lib Capital Computer Equipment	2,573.00	0.00	0.00%	12,865.00	5,808.00	45.15%	30,876.00	25,068.00
			Total for CAPITAL		2,573.00	0.00	0.00%	12,865.00	5,808.00	45.15%	30,876.00	25,068.00
			Total for 6010-Exec Office IT		127,821.58	129,277.25	101.14%	639,107.92	735,262.47	115.05%	1,533,859.00	798,596.53
	6015		Exec Office Security									
		E1	PERSONAL SERVICES									
			291-6015-611685-	Lib Pers Svcs Salaries	23,926.50	34,668.28	144.89%	119,632.50	127,002.86	106.16%	287,118.00	160,115.14
			291-6015-611805-	Lib Pers Svcs Overtime Civil	166.67	28.26	16.96%	833.33	485.75	58.29%	2,000.00	1,514.25
			Total for PERSONAL SERVICES		24,093.17	34,696.54	144.01%	120,465.83	127,488.61	105.83%	289,118.00	161,629.39
		E2	EMPLOYEE BENEFITS									
			291-6015-611905-	Lib Empl Benefits Medical Ins	8,133.50	8,134.00	100.01%	40,667.50	40,670.00	100.01%	97,602.00	56,932.00
			291-6015-611910-	Lib Empl Benefits IMRF	2,593.08	2,446.78	94.36%	12,965.42	8,957.37	69.09%	31,117.00	22,159.63
			291-6015-611911-	Lib Empl Benefits Social Sec	1,483.42	2,039.95	137.52%	7,417.08	7,378.61	99.48%	17,801.00	10,422.39
			291-6015-611912-	Lib Empl Benefits Medicare	346.92	477.08	137.52%	1,734.58	1,725.67	99.49%	4,163.00	2,437.33
			Total for EMPLOYEE BENEFITS		12,556.92	13,097.81	104.31%	62,784.58	58,731.65	93.54%	150,683.00	91,951.35
		E3	CONTRACTUAL SERVICES									
			291-6015-612203-	Lib Other Cont Svcs Training	83.33	0.00	0.00%	416.67	138.03	33.13%	1,000.00	861.97
			Total for CONTRACTUAL SERVICES		83.33	0.00	0.00%	416.67	138.03	33.13%	1,000.00	861.97

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ACCOUNT	ACCOUNT DESCRIPTION	***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL ESTIMATE	UNREALIZED BALANCE
		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6015 E4	COMMODITIES								
	291-6015-613005- Lib Genl Supp Office Supp Equip	36.25	0.00	0.00%	181.25	0.00	0.00%	435.00	435.00
	Total for COMMODITIES	36.25	0.00	0.00%	181.25	0.00	0.00%	435.00	435.00
	Total for 6015-Exec Office Security	36,769.67	47,794.35	129.98%	183,848.33	186,358.29	101.37%	441,236.00	254,877.71
6020	Exec Office Facilities								
	E1 PERSONAL SERVICES								
	291-6020-611685- Lib Pers Svcs Salaries	36,397.75	52,131.18	143.23%	181,988.75	196,961.82	108.23%	436,773.00	239,811.18
	291-6020-611805- Lib Pers Svcs Overtime Civil	375.00	678.49	180.93%	1,875.00	2,612.56	139.34%	4,500.00	1,887.44
	Total for PERSONAL SERVICES	36,772.75	52,809.67	143.61%	183,863.75	199,574.38	108.54%	441,273.00	241,698.62
	E2 EMPLOYEE BENEFITS								
	291-6020-611905- Lib Empl Benefits Medical Ins	11,548.25	11,548.00	100.00%	57,741.25	57,740.00	100.00%	138,579.00	80,839.00
	291-6020-611910- Lib Empl Benefits IMRF	4,045.58	3,921.33	96.93%	20,227.92	14,790.65	73.12%	48,547.00	33,756.35
	291-6020-611911- Lib Empl Benefits Social Sec	2,256.67	3,116.85	138.12%	11,283.33	11,663.84	103.37%	27,080.00	15,416.16
	291-6020-611912- Lib Empl Benefits Medicare	527.75	728.96	138.13%	2,638.75	2,727.86	103.38%	6,333.00	3,605.14
	Total for EMPLOYEE BENEFITS	18,378.25	19,315.14	105.10%	91,891.25	86,922.35	94.59%	220,539.00	133,616.65
	E3 CONTRACTUAL SERVICES								
	291-6020-612102- Lib Prop Svcs Equipment Mnt	4,939.58	5,381.37	108.94%	24,697.92	22,946.00	92.91%	59,275.00	36,329.00
	291-6020-612107- Lib Prop Svcs Veh Equipment Mt	760.08	5.18	0.68%	3,800.42	4,284.64	112.74%	9,121.00	4,836.36
	291-6020-612111- Lib Prop Svcs Building Maint	16,587.83	12,617.21	76.06%	82,939.17	86,269.58	104.02%	199,054.00	112,784.42
	291-6020-612136- Lib Prop Svcs Equipment Rental	83.33	0.00	0.00%	416.67	0.00	0.00%	1,000.00	1,000.00

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP					
291 6020	E3	291-6020-612160-	Lib Prop Svcs Water Sewer Svc	1,789.33	3,376.01	188.67%	8,946.67	5,402.91	60.39%	21,472.00	16,069.09	
		291-6020-612203-	Lib Other Cont Svcs Training	36.00	0.00	0.00%	180.00	0.00	0.00%	432.00	432.00	
		Total for CONTRACTUAL SERVICES		24,196.17	21,379.77	88.36%	120,980.83	118,903.13	98.28%	290,354.00	171,450.87	
		E4	COMMODITIES									
			291-6020-613005-	Lib Genl Supp Office Supp Equip	8.33	0.00	0.00%	41.67	109.40	262.56%	100.00	-9.40
			291-6020-613050-	Lib Genl Supp Petroleum Prods	333.33	342.27	102.68%	1,666.67	889.74	53.38%	4,000.00	3,110.26
			291-6020-613051-	Lib Genl Supp Heating Fuel	5,211.42	4,640.83	89.05%	26,057.08	25,978.98	99.70%	62,537.00	36,558.02
			291-6020-613145-	Lib Supplies Janitorial Suppl	2,053.08	2,967.13	144.52%	10,265.42	13,911.95	135.52%	24,637.00	10,725.05
			Total for COMMODITIES		7,606.17	7,950.23	104.52%	38,030.83	40,890.07	107.52%	91,274.00	50,383.93
		E6	CAPITAL									
			291-6020-615015-	Lib Capital Other Equipment	1,666.67	0.00	0.00%	8,333.33	0.00	0.00%	20,000.00	20,000.00
			Total for CAPITAL		1,666.67	0.00	0.00%	8,333.33	0.00	0.00%	20,000.00	20,000.00
			Total for 6020-Exec Office Facilities		88,620.00	101,454.81	114.48%	443,100.00	446,289.93	100.72%	1,063,440.00	617,150.07
	6401		User Svcs Youth Svcs									
			E1	PERSONAL SERVICES								
			291-6401-611685-	Lib Pers Svcs Salaries	87,444.83	114,378.39	130.80%	437,224.17	407,708.74	93.25%	1,049,338.00	641,629.26
			291-6401-611805-	Lib Pers Svcs Overtime Civil	166.67	0.94	0.56%	833.33	3.14	0.38%	2,000.00	1,996.86
			Total for PERSONAL SERVICES		87,611.50	114,379.33	130.55%	438,057.50	407,711.88	93.07%	1,051,338.00	643,626.12
		E2	EMPLOYEE BENEFITS									
			291-6401-611905-	Lib Empl Benefits Medical Ins	14,853.00	14,853.00	100.00%	74,265.00	74,265.00	100.00%	178,236.00	103,971.00
		291-6401-611910-	Lib Empl Benefits IMRF	9,255.08	8,195.90	88.56%	46,275.42	29,573.58	63.91%	111,061.00	81,487.42	
		291-6401-611911-	Lib Empl Benefits Social Sec	5,421.58	6,737.87	124.28%	27,107.92	23,718.12	87.50%	65,059.00	41,340.88	

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6410	User Svcs Info Svcs								
	E1 PERSONAL SERVICES								
	291-6410-611685- Lib Pers Svcs Salaries	98,113.58	130,204.52	132.71%	490,567.92	465,512.16	94.89%	1,177,363.00	711,850.84
	291-6410-611805- Lib Pers Svcs Overtime Civil	83.33	70.25	84.30%	416.67	285.22	68.45%	1,000.00	714.78
	Total for PERSONAL SERVICES	98,196.92	130,274.77	132.67%	490,984.58	465,797.38	94.87%	1,178,363.00	712,565.62
	E2 EMPLOYEE BENEFITS								
	291-6410-611905- Lib Empl Benefits Medical Ins	14,094.67	14,095.00	100.00%	70,473.33	70,475.00	100.00%	169,136.00	98,661.00
	291-6410-611910- Lib Empl Benefits IMRF	9,922.50	8,670.73	87.38%	49,612.50	31,058.12	62.60%	119,070.00	88,011.88
	291-6410-611911- Lib Empl Benefits Social Sec	6,083.00	7,901.46	129.89%	30,415.00	28,091.67	92.36%	72,996.00	44,904.33
	291-6410-611912- Lib Empl Benefits Medicare	1,422.67	1,847.93	129.89%	7,113.33	6,569.93	92.36%	17,072.00	10,502.07
	Total for EMPLOYEE BENEFITS	31,522.83	32,515.12	103.15%	157,614.17	136,194.72	86.41%	378,274.00	242,079.28
	E3 CONTRACTUAL SERVICES								
	291-6410-612202- Lib Other Cont Svcs Dues	222.42	393.00	176.70%	1,112.08	1,079.00	97.03%	2,669.00	1,590.00
	291-6410-612203- Lib Other Cont Svcs Training	225.00	131.45	58.42%	1,125.00	658.43	58.53%	2,700.00	2,041.57
	291-6410-612218- Lib Other Cont Svcs Pgrms Exhb	420.00	210.00	50.00%	2,100.00	1,810.00	86.19%	5,040.00	3,230.00
	Total for CONTRACTUAL SERVICES	867.42	734.45	84.67%	4,337.08	3,547.43	81.79%	10,409.00	6,861.57
	E4 COMMODITIES								
	291-6410-613005- Lib Genl Supp Office Supp Equip	157.33	0.00	0.00%	786.67	296.07	37.64%	1,888.00	1,591.93
	291-6410-613201- Lib Supplies Program Supplies	187.50	457.15	243.81%	937.50	940.86	100.36%	2,250.00	1,309.14
	291-6410-613290- Lib Supplies Circulation Suppl	149.58	134.82	90.13%	747.92	362.94	48.53%	1,795.00	1,432.06
	Total for COMMODITIES	494.42	591.97	119.73%	2,472.08	1,599.87	64.72%	5,933.00	4,333.13
	Total for 6410-User Svcs Info Svcs	131,081.58	164,116.31	125.20%	655,407.92	607,139.40	92.64%	1,572,979.00	965,839.60

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6420	User Svcs Customer Svcs								
E1	PERSONAL SERVICES								
	291-6420-611685- Lib Pers Svcs Salaries	111,824.92	154,252.77	137.94%	559,124.58	551,624.08	98.66%	1,341,899.00	790,274.92
	291-6420-611805- Lib Pers Svcs Overtime Civil	45.83	69.68	152.03%	229.17	363.42	158.58%	550.00	186.58
	Total for PERSONAL SERVICES	111,870.75	154,322.45	137.95%	559,353.75	551,987.50	98.68%	1,342,449.00	790,461.50
E2	EMPLOYEE BENEFITS								
	291-6420-611905- Lib Empl Benefits Medical Ins	9,567.42	9,567.00	100.00%	47,837.08	47,835.00	100.00%	114,809.00	66,974.00
	291-6420-611910- Lib Empl Benefits IMRF	10,450.67	9,764.25	93.43%	52,253.33	34,731.59	66.47%	125,408.00	90,676.41
	291-6420-611911- Lib Empl Benefits Social Sec	6,933.17	9,441.71	136.18%	34,665.83	33,653.46	97.08%	83,198.00	49,544.54
	291-6420-611912- Lib Empl Benefits Medicare	1,621.50	2,208.06	136.17%	8,107.50	7,870.41	97.08%	19,458.00	11,587.59
	Total for EMPLOYEE BENEFITS	28,572.75	30,981.02	108.43%	142,863.75	124,090.46	86.86%	342,873.00	218,782.54
E3	CONTRACTUAL SERVICES								
	291-6420-612165- Lib Prop Svcs Other Svcs	166.33	256.10	153.97%	831.67	581.15	69.88%	1,996.00	1,414.85
	291-6420-612202- Lib Other Cont Svcs Dues	115.92	0.00	0.00%	579.58	278.00	47.97%	1,391.00	1,113.00
	291-6420-612203- Lib Other Cont Svcs Training	196.42	57.96	29.51%	982.08	304.30	30.99%	2,357.00	2,052.70
	Total for CONTRACTUAL SERVICES	478.67	314.06	65.61%	2,393.33	1,163.45	48.61%	5,744.00	4,580.55
E4	COMMODITIES								
	291-6420-613005- Lib Genl Supp Office Supp Equip	145.58	134.93	92.68%	727.92	948.21	130.26%	1,747.00	798.79
	291-6420-613201- Lib Supplies Program Supplies	84.17	70.33	83.56%	420.83	735.66	174.81%	1,010.00	274.34
	291-6420-613290- Lib Supplies Circulation Suppl	686.25	0.00	0.00%	3,431.25	1,762.75	51.37%	8,235.00	6,472.25
	Total for COMMODITIES	916.00	205.26	22.41%	4,580.00	3,446.62	75.25%	10,992.00	7,545.38
	Total for 6420-User Svcs Customer Svcs	141,838.17	185,822.79	131.01%	709,190.83	680,688.03	95.98%	1,702,058.00	1,021,369.97

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6425	User Svcs Bookmobile								
E1	PERSONAL SERVICES								
	291-6425-611685- Lib Pers Svcs Salaries	13,704.58	12,112.10	88.38%	68,522.92	46,277.49	67.54%	164,455.00	118,177.51
	291-6425-611805- Lib Pers Svcs Overtime Civil	37.50	202.55	540.13%	187.50	1,054.24	562.26%	450.00	-604.24
	Total for PERSONAL SERVICES	13,742.08	12,314.65	89.61%	68,710.42	47,331.73	68.89%	164,905.00	117,573.27
E2	EMPLOYEE BENEFITS								
	291-6425-611905- Lib Empl Benefits Medical Ins	3,305.50	3,306.00	100.02%	16,527.50	16,530.00	100.02%	39,666.00	23,136.00
	291-6425-611910- Lib Empl Benefits IMRF	1,571.92	939.61	59.77%	7,859.58	3,611.42	45.95%	18,863.00	15,251.58
	291-6425-611911- Lib Empl Benefits Social Sec	849.67	753.47	88.68%	4,248.33	2,827.73	66.56%	10,196.00	7,368.27
	291-6425-611912- Lib Empl Benefits Medicare	198.75	176.21	88.66%	993.75	661.29	66.54%	2,385.00	1,723.71
	Total for EMPLOYEE BENEFITS	5,925.83	5,175.29	87.33%	29,629.17	23,630.44	79.75%	71,110.00	47,479.56
E3	CONTRACTUAL SERVICES								
	291-6425-612202- Lib Other Cont Svcs Dues	8.33	-135.00	-1620.00%	41.67	135.00	324.00%	100.00	-35.00
	291-6425-612203- Lib Other Cont Svcs Training	10.00	0.00	0.00%	50.00	0.00	0.00%	120.00	120.00
	Total for CONTRACTUAL SERVICES	18.33	-135.00	-736.36%	91.67	135.00	147.27%	220.00	85.00
E4	COMMODITIES								
	291-6425-613005- Lib Genl Supp Office Supp Equip	8.33	0.00	0.00%	41.67	0.00	0.00%	100.00	100.00
	291-6425-613290- Lib Supplies Circulation Suppl	25.00	0.00	0.00%	125.00	0.00	0.00%	300.00	300.00
	Total for COMMODITIES	33.33	0.00	0.00%	166.67	0.00	0.00%	400.00	400.00
	Total for 6425-User Svcs Bookmobile	19,719.58	17,354.94	88.01%	98,597.92	71,097.17	72.11%	236,635.00	165,537.83

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6430	User Svcs Accessible Svcs								
	E1 PERSONAL SERVICES								
	291-6430-611685- Lib Pers Svcs Salaries	22,114.17	29,456.07	133.20%	110,570.83	105,276.89	95.21%	265,370.00	160,093.11
	Total for PERSONAL SERVICES	22,114.17	29,456.07	133.20%	110,570.83	105,276.89	95.21%	265,370.00	160,093.11
	E2 EMPLOYEE BENEFITS								
	291-6430-611905- Lib Empl Benefits Medical Ins	1,192.83	1,193.00	100.01%	5,964.17	5,965.00	100.01%	14,314.00	8,349.00
	291-6430-611910- Lib Empl Benefits IMRF	2,476.83	2,247.51	90.74%	12,384.17	8,032.68	64.86%	29,722.00	21,689.32
	291-6430-611911- Lib Empl Benefits Social Sec	1,371.08	1,755.83	128.06%	6,855.42	6,253.19	91.22%	16,453.00	10,199.81
	291-6430-611912- Lib Empl Benefits Medicare	320.67	410.62	128.05%	1,603.33	1,462.36	91.21%	3,848.00	2,385.64
	Total for EMPLOYEE BENEFITS	5,361.42	5,606.96	104.58%	26,807.08	21,713.23	81.00%	64,337.00	42,623.77
	E3 CONTRACTUAL SERVICES								
	291-6430-612202- Lib Other Cont Svcs Dues	37.50	0.00	0.00%	187.50	25.00	13.33%	450.00	425.00
	291-6430-612203- Lib Other Cont Svcs Training	66.25	0.00	0.00%	331.25	0.00	0.00%	795.00	795.00
	291-6430-612218- Lib Other Cont Svcs Pgrms Exhb	807.08	970.00	120.19%	4,035.42	4,360.48	108.06%	9,685.00	5,324.52
	Total for CONTRACTUAL SERVICES	910.83	970.00	106.50%	4,554.17	4,385.48	96.30%	10,930.00	6,544.52
	E4 COMMODITIES								
	291-6430-613005- Lib Genl Supp Office Supp Equip	58.75	0.00	0.00%	293.75	60.33	20.54%	705.00	644.67
	291-6430-613201- Lib Supplies Program Supplies	154.67	111.84	72.31%	773.33	559.95	72.41%	1,856.00	1,296.05
	291-6430-613202- Lib Supplies Program Events	50.00	0.00	0.00%	250.00	0.00	0.00%	600.00	600.00
	291-6430-613290- Lib Supplies Circulation Suppl	70.83	0.00	0.00%	354.17	187.79	53.02%	850.00	662.21
	Total for COMMODITIES	334.25	111.84	33.46%	1,671.25	808.07	48.35%	4,011.00	3,202.93
	Total for 6430-User Svcs Accessible Svcs	28,720.67	36,144.87	125.85%	143,603.33	132,183.67	92.05%	344,648.00	212,464.33

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6440	User Svcs Programs & Exhibits								
	E1 PERSONAL SERVICES								
	291-6440-611685- Lib Pers Svcs Salaries	22,530.42	31,886.88	141.53%	112,652.08	116,799.89	103.68%	270,365.00	153,565.11
	291-6440-611805- Lib Pers Svcs Overtime Civil	20.83	3.05	14.64%	104.17	113.38	108.84%	250.00	136.62
	Total for PERSONAL SERVICES	22,551.25	31,889.93	141.41%	112,756.25	116,913.27	103.69%	270,615.00	153,701.73
	E2 EMPLOYEE BENEFITS								
	291-6440-611905- Lib Empl Benefits Medical Ins	5,877.42	5,877.00	99.99%	29,387.08	29,385.00	99.99%	70,529.00	41,144.00
	291-6440-611910- Lib Empl Benefits IMRF	2,584.25	2,433.18	94.15%	12,921.25	8,920.41	69.04%	31,011.00	22,090.59
	291-6440-611911- Lib Empl Benefits Social Sec	1,396.92	1,859.47	133.11%	6,984.58	6,701.09	95.94%	16,763.00	10,061.91
	291-6440-611912- Lib Empl Benefits Medicare	326.67	434.87	133.12%	1,633.33	1,567.14	95.95%	3,920.00	2,352.86
	Total for EMPLOYEE BENEFITS	10,185.25	10,604.52	104.12%	50,926.25	46,573.64	91.45%	122,223.00	75,649.36
	E3 CONTRACTUAL SERVICES								
	291-6440-612202- Lib Other Cont Svcs Dues	96.33	0.00	0.00%	481.67	162.00	33.63%	1,156.00	994.00
	291-6440-612203- Lib Other Cont Svcs Training	120.17	0.00	0.00%	600.83	197.93	32.94%	1,442.00	1,244.07
	291-6440-612218- Lib Other Cont Svcs Pgrms Exhb	7,083.75	11,778.47	166.27%	35,418.75	32,159.35	90.80%	85,005.00	52,845.65
	Total for CONTRACTUAL SERVICES	7,300.25	11,778.47	161.34%	36,501.25	32,519.28	89.09%	87,603.00	55,083.72
	E4 COMMODITIES								
	291-6440-613202- Lib Supplies Program Events	893.25	1,944.73	217.71%	4,466.25	7,239.91	162.10%	10,719.00	3,479.09
	Total for COMMODITIES	893.25	1,944.73	217.71%	4,466.25	7,239.91	162.10%	10,719.00	3,479.09
	Total for 6440-User Svcs Programs & Exhibits	40,930.00	56,217.65	137.35%	204,650.00	203,246.10	99.31%	491,160.00	287,913.90

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ACCOUNT	ACCOUNT DESCRIPTION	***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL ESTIMATE	UNREALIZED BALANCE
		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6450	User Svcs Digital Svcs								
E1	PERSONAL SERVICES								
	291-6450-611685- Lib Pers Svcs Salaries	47,971.17	71,269.88	148.57%	239,855.83	260,388.78	108.56%	575,654.00	315,265.22
	Total for PERSONAL SERVICES	47,971.17	71,269.88	148.57%	239,855.83	260,388.78	108.56%	575,654.00	315,265.22
E2	EMPLOYEE BENEFITS								
	291-6450-611905- Lib Empl Benefits Medical Ins	5,310.08	5,310.00	100.00%	26,550.42	26,550.00	100.00%	63,721.00	37,171.00
	291-6450-611910- Lib Empl Benefits IMRF	4,919.42	4,867.91	98.95%	24,597.08	17,529.62	71.27%	59,033.00	41,503.38
	291-6450-611911- Lib Empl Benefits Social Sec	2,974.25	4,311.98	144.98%	14,871.25	15,678.09	105.43%	35,691.00	20,012.91
	291-6450-611912- Lib Empl Benefits Medicare	695.58	1,008.41	144.97%	3,477.92	3,666.52	105.42%	8,347.00	4,680.48
	Total for EMPLOYEE BENEFITS	13,899.33	15,498.30	111.50%	69,496.67	63,424.23	91.26%	166,792.00	103,367.77
E3	CONTRACTUAL SERVICES								
	291-6450-612202- Lib Other Cont Svcs Dues	166.25	0.00	0.00%	831.25	818.00	98.41%	1,995.00	1,177.00
	291-6450-612203- Lib Other Cont Svcs Training	41.67	0.00	0.00%	208.33	3.95	1.90%	500.00	496.05
	291-6450-612242- Lib Other Cont Svcs Intnt Acc	323.17	3,480.00	1076.84%	1,615.83	3,480.00	215.37%	3,878.00	398.00
	291-6450-612266- Lib Other Cont Svcs Otsd Ref S	339.08	0.00	0.00%	1,695.42	5,016.00	295.86%	4,069.00	-947.00
	Total for CONTRACTUAL SERVICES	870.17	3,480.00	399.92%	4,350.83	9,317.95	214.16%	10,442.00	1,124.05
E4	COMMODITIES								
	291-6450-613005- Lib Genl Supp Office Supp Equip	58.92	14.62	24.81%	294.58	534.79	181.54%	707.00	172.21
	291-6450-613007- Lib Genl Supp Supp Reimb Patrn	58.83	98.16	166.84%	294.17	504.63	171.55%	706.00	201.37
	291-6450-613185- Lib Supplies Small Tools Equip	516.67	123.79	23.96%	2,583.33	1,689.01	65.38%	6,200.00	4,510.99
	291-6450-613201- Lib Supplies Program Supplies	58.33	0.00	0.00%	291.67	90.25	30.94%	700.00	609.75
	291-6450-613278- Lib Supplies Electronic Resour	34,564.00	12,351.51	35.74%	172,820.00	325,434.93	188.31%	414,768.00	89,333.07

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
291 6450 E4	291-6450-613290- Lib Supplies Circulation Suppl	131.25	0.00	0.00%	656.25	0.00	0.00%	1,575.00	1,575.00
	Total for COMMODITIES	35,388.00	12,588.08	35.57%	176,940.00	328,253.61	185.52%	424,656.00	96,402.39
	E6 CAPITAL								
	Total for 6450-User Svcs Digital Svcs	98,128.67	102,836.26	104.80%	490,643.33	661,384.57	134.80%	1,177,544.00	516,159.43
6470	User Svcs Collection Svcs								
	E1 PERSONAL SERVICES								
	291-6470-611685- Lib Pers Svcs Salaries	79,207.17	106,000.72	133.83%	396,035.83	399,605.26	100.90%	950,486.00	550,880.74
	291-6470-611805- Lib Pers Svcs Overtime Civil	12.50	26.90	215.20%	62.50	66.40	106.24%	150.00	83.60
	Total for PERSONAL SERVICES	79,219.67	106,027.62	133.84%	396,098.33	399,671.66	100.90%	950,636.00	550,964.34
	E2 EMPLOYEE BENEFITS								
	291-6470-611905- Lib Empl Benefits Medical Ins	19,427.42	19,427.00	100.00%	97,137.08	97,135.00	100.00%	233,129.00	135,994.00
	291-6470-611910- Lib Empl Benefits IMRF	9,085.08	8,089.86	89.05%	45,425.42	30,504.39	67.15%	109,021.00	78,516.61
	291-6470-611911- Lib Empl Benefits Social Sec	4,910.83	6,345.49	129.21%	24,554.17	23,656.24	96.34%	58,930.00	35,273.76
	291-6470-611912- Lib Empl Benefits Medicare	1,148.50	1,484.03	129.21%	5,742.50	5,532.50	96.34%	13,782.00	8,249.50
	Total for EMPLOYEE BENEFITS	34,571.83	35,346.38	102.24%	172,859.17	156,828.13	90.73%	414,862.00	258,033.87
	E3 CONTRACTUAL SERVICES								
	291-6470-612081- Lib Prof Tech Svcs OCLC Svc	5,416.50	0.00	0.00%	27,082.50	32,443.50	119.80%	64,998.00	32,554.50
	291-6470-612164- Lib Prop Svcs Access Svcs	333.33	0.00	0.00%	1,666.67	1,417.13	85.03%	4,000.00	2,582.87
	291-6470-612202- Lib Other Cont Svcs Dues	206.50	0.00	0.00%	1,032.50	11.00	1.07%	2,478.00	2,467.00
	291-6470-612203- Lib Other Cont Svcs Training	83.33	0.00	0.00%	416.67	251.44	60.35%	1,000.00	748.56
	291-6470-612285- Lib Other Cont Svcs Proc Svc	7,950.00	1,482.11	18.64%	39,750.00	20,095.83	50.56%	95,400.00	75,304.17
	Total for CONTRACTUAL SERVICES	13,989.67	1,482.11	10.59%	69,948.33	54,218.90	77.51%	167,876.00	113,657.10

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ACCOUNT	ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP	ANNUAL ESTIMATE	UNREALIZED BALANCE
291 6470 E4	COMMODITIES									
	291-6470-613005-	Lib Genl Supp Office Supp Equip	125.00	575.20	460.16%	625.00	832.57	133.21%	1,500.00	667.43
	291-6470-613033-	Lib Genl Supp Document Libr	75.92	0.00	0.00%	379.58	375.00	98.79%	911.00	536.00
	291-6470-613203-	Lib Supplies Binding	16.67	0.00	0.00%	83.33	0.00	0.00%	200.00	200.00
	291-6470-613205-	Lib Supplies Processing Suppl	1,416.67	1,454.08	102.64%	7,083.33	4,974.65	70.23%	17,000.00	12,025.35
	291-6470-613275-	Lib Supplies Audio Visual	43,215.08	62,054.04	143.59%	216,075.42	212,024.61	98.13%	518,581.00	306,556.39
	291-6470-613280-	Lib Supplies Books	59,064.08	74,603.47	126.31%	295,320.42	276,521.11	93.63%	708,769.00	432,247.89
	291-6470-613290-	Lib Supplies Circulation Suppl	537.50	0.00	0.00%	2,687.50	239.88	8.93%	6,450.00	6,210.12
	291-6470-613295-	Lib Supplies Periodicals	8,453.33	2,685.57	31.77%	42,266.67	62,041.45	146.79%	101,440.00	39,398.55
		Total for COMMODITIES	112,904.25	141,372.36	125.21%	564,521.25	557,009.27	98.67%	1,354,851.00	797,841.73
		Total for 6470-User Svcs Collection Svcs	240,685.42	284,228.47	118.09%	1,203,427.08	1,167,727.96	97.03%	2,888,225.00	1,720,497.04
6480	User Svcs Belmont Makerspace									
	E1	PERSONAL SERVICES								
		291-6480-611685- Lib Pers Svcs Salaries	29,249.83	39,240.45	134.16%	146,249.17	132,089.71	90.32%	350,998.00	218,908.29
		291-6480-611805- Lib Pers Svcs Overtime Civil	20.83	32.05	153.84%	104.17	117.24	112.55%	250.00	132.76
		Total for PERSONAL SERVICES	29,270.67	39,272.50	134.17%	146,353.33	132,206.95	90.33%	351,248.00	219,041.05
	E2	EMPLOYEE BENEFITS								
		291-6480-611905- Lib Empl Benefits Medical Ins	5,457.92	2,758.00	50.53%	27,289.58	13,790.00	50.53%	65,495.00	51,705.00
		291-6480-611910- Lib Empl Benefits IMRF	3,176.00	2,996.48	94.35%	15,880.00	10,091.22	63.55%	38,112.00	28,020.78
		291-6480-611911- Lib Empl Benefits Social Sec	1,813.50	2,399.01	132.29%	9,067.50	8,022.83	88.48%	21,762.00	13,739.17
		291-6480-611912- Lib Empl Benefits Medicare	424.08	561.07	132.30%	2,120.42	1,876.35	88.49%	5,089.00	3,212.65
		Total for EMPLOYEE BENEFITS	10,871.50	8,714.56	80.16%	54,357.50	33,780.40	62.14%	130,458.00	96,677.60
	E3	CONTRACTUAL SERVICES								
		291-6480-612005- Lib Prof Tech Svcs Prof Svcs	166.67	0.00	0.00%	833.33	0.00	0.00%	2,000.00	2,000.00

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ACCOUNT	ACCOUNT DESCRIPTION	***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL ESTIMATE	UNREALIZED BALANCE		
		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP				
291 6480 E3	291-6480-612040-	Lib Prof Tech Svcs General Ins	18.00	0.00	0.00%	90.00	0.00	0.00%	216.00	216.00	
	291-6480-612102-	Lib Prop Svcs Equipment Mnt	910.83	329.99	36.23%	4,554.17	2,565.69	56.34%	10,930.00	8,364.31	
	291-6480-612111-	Lib Prop Svcs Building Maint	6,947.17	4,408.32	63.45%	34,735.83	15,268.22	43.96%	83,366.00	68,097.78	
	291-6480-612136-	Lib Prop Svcs Equipment Rental	83.33	0.00	0.00%	416.67	0.00	0.00%	1,000.00	1,000.00	
	291-6480-612160-	Lib Prop Svcs Water Sewer Svc	41.67	81.15	194.76%	208.33	162.30	77.90%	500.00	337.70	
	291-6480-612165-	Lib Prop Svcs Other Svcs	25.00	28.27	113.08%	125.00	148.28	118.62%	300.00	151.72	
	291-6480-612202-	Lib Other Cont Svcs Dues	48.83	307.00	628.67%	244.17	307.00	125.73%	586.00	279.00	
	291-6480-612203-	Lib Other Cont Svcs Training	83.33	59.91	71.89%	416.67	247.55	59.41%	1,000.00	752.45	
	291-6480-612228-	Lib Other Cont Svcs Prog Exb-A	2,615.67	800.00	30.58%	13,078.33	15,434.00	118.01%	31,388.00	15,954.00	
	291-6480-612238-	Lib Other Cont Svcs Prog Exb-Y	458.33	0.00	0.00%	2,291.67	975.00	42.55%	5,500.00	4,525.00	
	291-6480-612242-	Lib Other Cont Svcs Intnt Acc	256.25	515.34	201.11%	1,281.25	2,518.39	196.56%	3,075.00	556.61	
	Total for CONTRACTUAL SERVICES			11,655.08	6,529.98	56.03%	58,275.42	37,626.43	64.57%	139,861.00	102,234.57
	E4	COMMODITIES									
291-6480-613005-		Lib Genl Supp Office Supp Equip	243.33	126.23	51.88%	1,216.67	300.55	24.70%	2,920.00	2,619.45	
291-6480-613007-		Lib Genl Supp Supp Reimb Patrn	685.92	100.86	14.70%	3,429.58	1,131.47	32.99%	8,231.00	7,099.53	
291-6480-613032-		Lib Genl Supp Software Libr	722.50	0.00	0.00%	3,612.50	7,850.64	217.32%	8,670.00	819.36	
291-6480-613051-		Lib Genl Supp Heating Fuel	833.33	289.84	34.78%	4,166.67	2,910.48	69.85%	10,000.00	7,089.52	
291-6480-613145-		Lib Supplies Janitorial Suppl	133.33	0.00	0.00%	666.67	725.84	108.88%	1,600.00	874.16	
291-6480-613185-		Lib Supplies Small Tools Equip	488.17	583.37	119.50%	2,440.83	1,797.59	73.65%	5,858.00	4,060.41	
291-6480-613212-		Lib Supplies Program EventsAdl	1,625.00	1,691.82	104.11%	8,125.00	8,232.24	101.32%	19,500.00	11,267.76	
291-6480-613222-		Lib Supplies Program EventsYth	666.67	446.24	66.94%	3,333.33	1,168.42	35.05%	8,000.00	6,831.58	

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ACCOUNT	ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP	ESTIMATE	BALANCE	
291	6480	E4	291-6480-613232- Lib Supplies Software	83.33	19.99	23.99%	416.67	24.38	5.85%	1,000.00	975.62
		Total for COMMODITIES		5,481.58	3,258.35	59.44%	27,407.92	24,141.61	88.08%	65,779.00	41,637.39
	6480	E6	CAPITAL								
		291-6480-615015- Lib Capital Other Equipment	1,333.33	0.00	0.00%	6,666.67	0.00	0.00%	16,000.00	16,000.00	
		Total for CAPITAL		1,333.33	0.00	0.00%	6,666.67	0.00	0.00%	16,000.00	16,000.00
	Total for 6480-User Svcs Belmont Makerspace			58,612.17	57,775.39	98.57%	293,060.83	227,755.39	77.72%	703,346.00	475,590.61
	9901	Non-Operating									
		E5	OTHER CHARGES								
		E9	OTHER FINANCE USE								
		291-9901-590050- Other Fin Use Oper Trans Out	68,750.00	0.00	0.00%	343,750.00	825,000.00	240.00%	825,000.00	0.00	
Total for OTHER FINANCE USE		68,750.00	0.00	0.00%	343,750.00	825,000.00	240.00%	825,000.00	0.00		
Total for 9901-Non-Operating			68,750.00	0.00	0.00%	343,750.00	825,000.00	240.00%	825,000.00	0.00	
Total for 291-Memorial Library Fund			1,463,144.42	1,614,602.99	110.35%	7,315,722.08	7,863,210.72	107.48%	17,557,733.00	9,694,522.28	
491	Capital Projects-Library										
	6001	Exec Office Admin									
		E6	CAPITAL								
	491-6001-615015- Lib Capital Other Equipment	0.00	0.00		0.00	1,385.00		0.00	-1,385.00		
	491-6001-615055- Lib Capital Other Captl Outlay	63,670.83	19,659.77	30.88%	318,354.17	41,915.54	13.17%	764,050.00	722,134.46		
	Total for CAPITAL		63,670.83	19,659.77	30.88%	318,354.17	43,300.54	13.60%	764,050.00	720,749.46	
Total for 6001-Exec Office Admin			63,670.83	19,659.77	30.88%	318,354.17	43,300.54	13.60%	764,050.00	720,749.46	

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			ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
491	6004	Exec Offc Pd by Gifts & Grants								
	E6	CAPITAL								
	6010	Exec Office IT								
	E6	CAPITAL								
		491-6010-615012- Lib Capital Computer Equipment	1,500.00	0.00	0.00%	7,500.00	0.00	0.00%	18,000.00	18,000.00
		491-6010-615015- Lib Capital Other Equipment	416.67	0.00	0.00%	2,083.33	0.00	0.00%	5,000.00	5,000.00
		Total for CAPITAL	1,916.67	0.00	0.00%	9,583.33	0.00	0.00%	23,000.00	23,000.00
		Total for 6010-Exec Office IT	1,916.67	0.00	0.00%	9,583.33	0.00	0.00%	23,000.00	23,000.00
	6020	Exec Office Facilities								
	E6	CAPITAL								
		491-6020-615015- Lib Capital Other Equipment	10,000.00	0.00	0.00%	50,000.00	52,575.00	105.15%	120,000.00	67,425.00
		491-6020-615055- Lib Capital Other Captl Outlay	46,857.25	0.00	0.00%	234,286.25	144,685.50	61.76%	562,287.00	417,601.50
		Total for CAPITAL	56,857.25	0.00	0.00%	284,286.25	197,260.50	69.39%	682,287.00	485,026.50
		Total for 6020-Exec Office Facilities	56,857.25	0.00	0.00%	284,286.25	197,260.50	69.39%	682,287.00	485,026.50
	6480	User Svcs Belmont Makerspace								
	E3	CONTRACTUAL SERVICES								
	E6	CAPITAL								
	9901	Non-Operating								
	E5	OTHER CHARGES								
	E9	OTHER FINANCE USE								

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		ESTIMATED	ACTUAL	%EXP	ESTIMATED	ACTUAL	%EXP		
491	Total for 491-Capital Projects-Library	122,444.75	19,659.77	16.06%	612,223.75	240,561.04	39.29%	1,469,337.00	1,228,775.96
	Grand Total	1,585,589.17	1,634,262.76	103.07%	7,927,945.83	8,103,771.76	102.22%	19,027,070.00	10,923,298.24

June 18, 2024

(Action Item 4)

**ACCOUNTS PAYABLE
CHECK REGISTER
ARLINGTON HEIGHTS MEMORIAL LIBRARY
May 31, 2024**

Fund Number	Fund Name	Fund Total
291	General Fund - Library	\$317,871.05
491	Capital Projects Fund - Library	\$19,659.77
Total Disbursements		\$337,530.82
Payrolls Paid		
5/3/2024		\$336,395.94
5/17/2024		\$336,031.48
5/31/2024		\$341,129.05
Total Payroll Disbursements		\$1,013,556.47
Journal Entry Expenditures by Village On Behalf Of the Library		
5/31/2024	Group Insurance	\$116,800.93
5/31/2024	IMRF	\$131,411.08
5/31/2024	Social Security	\$70,806.37
5/31/2024	Medicare	\$56,115.04
		\$375,133.42
Total Disbursed		\$1,726,220.71



Fund	Fund Description	Total Transaction Amount
291	Memorial Library Fund	317,871.05
491	Capital Projects-Library	19,659.77
	TOTAL ALL FUNDS	337,530.82

**ARLINGTON HEIGHTS
MEMORIAL LIBRARY
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ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Arlington Heights Memorial
LIBRARY ▶

Department 0000

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Non Departmental						
102489	291-0000-489900-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Corporate Cashback	-92.59	20,404.92
102530	291-0000-210970-	37303	GROUP ADMINISTRATORS	FSA Med June	4,707.18	5,969.35
102530	291-0000-210990-	37303	GROUP ADMINISTRATORS	FSA Dep June	1,076.92	
102562	291-0000-140050-	37886	MNJ TECHNOLOGIES DIRECT INC	Prepaid Barracuda License 6/14/24-6/13/25	5,135.00	13,224.79
102576	291-0000-140050-	36179	PROQUEST LLC	Prepaid Chicago Tribune Subscription	3,581.33	11,679.99
102595	291-0000-210830-	39128	SONTIQ, INC	April Ultrasecure Identity Pro	90.08	90.08
DEPARTMENT 0000 TOTAL:					14,497.92	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Arlington Heights Memorial
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Department 6001

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Exec Office Admin					
102481	291-6001-613005-	39393	AMAZON CAPITAL SERVICES, INC	Office Supplies	23.12
102483	291-6001-612203-	39045	AMERICAN LIBRARY ASSOCIATION,RUSA	Positive Interactions Training	300.00
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Parker	15.00
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Parker	16.88
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Sears	29.34
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Starenda	29.61
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Nohra	30.01
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Radlicz	30.01
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Dukhovna	30.01
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Plakhotnyuk	33.09
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Deckard	33.09
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Morgan	33.09
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-McRae	33.09
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Executive Director Meeting	33.47
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Volz	34.82
102487	291-6001-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	C2E2-Brennan	49.03

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6001

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102488	291-6001-612203-	35145 ARLINGTON HTS MEMORIAL LIBRARY	Play Make Learn Reg-A Galarza	100.00	1,667.78
102489	291-6001-612203-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Snacks for Open Mike Meeting	76.80	20,404.92
102489	291-6001-612203-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Airfare for MAVA Conf J.Begich	176.20	
102489	291-6001-612203-	39400 ARLINGTON HTS MEMORIAL LIBRARY	ALA Conf Airfare-A.Son	476.86	
102489	291-6001-612203-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Open Sauce Conf Flight-Krueger	579.12	
102518	291-6001-613005-	35305 FINER LINE	Name Badges	16.00	32.00
102518	291-6001-613005-	35305 FINER LINE	Name Badges	16.00	
102530	291-6001-611953-	37303 GROUP ADMINISTRATORS	FSA June Fees	185.25	5,969.35
102547	491-6001-615055-	36013 LIBRARY FURNITURE INTERNATIONAL INC	KW Refresh - Shelving	271.20	271.20
102571	291-6001-612203-	39534 ALLISON PARKER	InterActivity Conf Expenses Reimb	826.07	826.07
102575	291-6001-612205-	38919 POSTMASTER	Permit #591 June Newsletter	3,700.00	3,700.00
102577	291-6001-612005-	36954 QUICK DELIVERY SERVICE INC	May Delivery Servs	212.40	1,424.84
102577	291-6001-612005-	36954 QUICK DELIVERY SERVICE INC	May Delivery Servs	267.75	
102577	291-6001-612005-	36954 QUICK DELIVERY SERVICE INC	June Delivery Servs	300.90	
102577	291-6001-612005-	36954 QUICK DELIVERY SERVICE INC	May Delivery Servs	304.64	
102577	291-6001-612005-	36954 QUICK DELIVERY SERVICE INC	May Delivery Servs	339.15	
102583	291-6001-612020-	38454 ROBBINS SCHWARTZ	Legal Servs April	828.75	2,121.25
102583	291-6001-612020-	38454 ROBBINS SCHWARTZ	Legal Servs April	1,292.50	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6001

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102590	291-6001-612203-	38890 SHIN,CATALINA C.	PLA Conf Expenses Reimbursement	1,565.90	1,565.90
102598	291-6001-615015-	30548 THOMAS INTERIOR SYSTEMS, INC	Work Surfaces for Studios	1,736.00	1,736.00
102603	291-6001-612205-	38351 US POSTAL SERVICE-QUADIENT POSTAGE	Cust#60829310 Acct#8028351Post	2,500.00	2,500.00
102608	291-6001-612203-	39092 WILIUG-C/O KELLY KOBIELA	Spring Conf - Griebler C	40.00	40.00
102609	491-6001-615055-	38880 WILLIAMS ASSOCIATES ARCHITECTS	April Mem Lib Int Renovation Project	19,388.57	19,388.57
DEPARTMENT 6001 TOTAL:				35,953.72	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6002

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Exec Office Commun & Mrkting						
102476	291-6002-613272-	38122	4ALL PROMOTIONS	Summer Outreach Giveaway Items	1,745.15	1,745.15
102481	291-6002-613185-	39393	AMAZON CAPITAL SERVICES, INC	Rode VideoMicro Vlogger Kit	129.00	9,868.35
102481	291-6002-613272-	39393	AMAZON CAPITAL SERVICES, INC	Lanyards for LitStroll	54.87	
102489	291-6002-612210-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Business Cards-Griebler,Pearson	62.97	20,404.92
102489	291-6002-612210-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Summer Reading Labels	800.50	
102489	291-6002-613185-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Picture Hanging Wire	29.99	
102489	291-6002-613185-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Landscape Panels	1,086.11	
102490	291-6002-612210-	35523	ARLINGTON SIGNS & BANNERS	Belmont New Hours Sign	258.00	258.00
102504	291-6002-613185-	30149	BLICK ART MATERIALS	Stretcher Bars for Summer Reading	25.78	553.20
102504	291-6002-613185-	30149	BLICK ART MATERIALS	Stretcher Bars for Summer Reading	25.78	
102504	291-6002-613185-	30149	BLICK ART MATERIALS	Stretcher Bars for Summer Reading	501.64	
102508	291-6002-612210-	37764	CARDINAL COLORGROUP	Summer AHML Reading Log	1,620.00	23,250.00
102508	291-6002-612210-	37764	CARDINAL COLORGROUP	Summer AHML Newsletter	21,630.00	
102573	291-6002-612008-	39574	NATALIE PETCHENIK	Illustration Work May	1,400.00	1,400.00
102591	291-6002-613185-	37038	SIGNS BY TOMORROW	Vinyl Signs	119.10	562.05
102591	291-6002-613185-	37038	SIGNS BY TOMORROW	Parking Sign	153.29	
102591	291-6002-613185-	37038	SIGNS BY TOMORROW	Oversize Bin Sign	289.66	
				DEPARTMENT 6002 TOTAL:	29,931.84	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6003

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Exec Office Human Resources						
102478	291-6003-612165-	38487	ACCURATE EMPLOYMENT SCREENING LLC	Employment & Vol Screening	439.59	439.59
102480	291-6003-614070-	38648	ALBERTSONS/SAFEWAY	Employee Recognition Program 5/15	291.31	493.83
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Tolan	7.24	1,148.82
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Brennan	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Radlicz	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Rossberg	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Duffey	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Plischke	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Hale	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Nixon	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Krueger	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Olichwier	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Martin	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Staff Day Mileage-Richardson	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Volz	7.24	
102487	291-6003-612255-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Nugent	7.24	

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Department 6003

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102489	291-6003-612255-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Fresh Cookies	49.98	20,404.92
102489	291-6003-614070-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Catering for Vol Event	1,002.55	
102510	291-6003-614070-	38992 CERTIF-A-GIFT COMPANY	Volunteer Gift Redemption	80.00	208.00
102510	291-6003-614070-	38992 CERTIF-A-GIFT COMPANY	Volunteer Gift Redemption	128.00	
102519	291-6003-614070-	38984 FLOWER STUDIO INC	Flower Arrangement	94.00	192.50
102519	291-6003-614070-	38984 FLOWER STUDIO INC	Flower Arrangement	98.50	
102532	291-6003-612202-	35359 HR SOURCE	2024 Public Library Supplemental	150.00	150.00
102541	291-6003-614062-	39130 BRIAN JARED	Tuition Reimbursement	1,334.88	1,334.88
102549	291-6003-612203-	39001 LIBRARYWORKS INC	Webinar Reg- Haack L	49.00	49.00
DEPARTMENT 6003 TOTAL:				3,819.17	

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Department 6004

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Exec Offc Pd by Gifts & Grants					
102481	291-6004-613202-	39393	AMAZON CAPITAL SERVICES, INC	FOL Summer Reading Incentives	7.99
102481	291-6004-613202-	39393	AMAZON CAPITAL SERVICES, INC	FOL Summer Reading Incentives	7.99
102481	291-6004-613202-	39393	AMAZON CAPITAL SERVICES, INC	FOL Summer Reading Incentives	7.99
102481	291-6004-613202-	39393	AMAZON CAPITAL SERVICES, INC	Teen Summer Reading	13.98
102482	291-6004-612165-	38743	AMBIUS (19)	June Reg Servs	254.97
102487	291-6004-613185-	30669	ARLINGTON HTS MEMORIAL LIBRARY	FOL Butterfly Garden #2 2/6/24	28.91
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	5.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	5.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	5.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	5.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	20.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	20.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	20.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	20.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	100.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	100.00
102488	291-6004-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	100.00

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6004	102488	291-6004-613202-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Prize Drawing	100.00	
	102489	291-6004-612218-	39400 ARLINGTON HTS MEMORIAL LIBRARY	FanCon Rental 7/14	3,223.82	20,404.92
	102489	291-6004-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Summer Reading Weekly Prize	100.00	
	102489	291-6004-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Summer Reading Weekly Prize	100.95	
	102489	291-6004-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Summer Reading Weekly Prize	101.50	
	102489	291-6004-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Game of the Week Prizes	480.00	
	102496	291-6004-613202-	30603 BAKER & TAYLOR	FOL Summer Reading Incentives	5.46	17,645.62
	102496	291-6004-613202-	30603 BAKER & TAYLOR	FOL Summer Reading Incentives	18.44	
	102496	291-6004-613202-	30603 BAKER & TAYLOR	FOL Summer Reading Incentives	89.77	
	102496	291-6004-613202-	30603 BAKER & TAYLOR	Teen Summer Reading	380.22	
	102496	291-6004-613280-	30603 BAKER & TAYLOR	Books	65.61	
	102539	291-6004-613202-	30564 INGRAM LIBRARY SERVICES	Books FOL	15.04	11,701.69
	102539	291-6004-613202-	30564 INGRAM LIBRARY SERVICES	Books FOL	21.69	
	102539	291-6004-613202-	30564 INGRAM LIBRARY SERVICES	FOL Summer Reading Incentives	31.86	
	102539	291-6004-613202-	30564 INGRAM LIBRARY SERVICES	FOL Summer Reading Incentives	90.80	
	102539	291-6004-613202-	30564 INGRAM LIBRARY SERVICES	Books FOL	492.21	
	102539	291-6004-613280-	30564 INGRAM LIBRARY SERVICES	Books Donation	22.21	
	102568	291-6004-612165-	39110 NORTHSHORE LIGHTS LLC	Holiday Lights Decoration	1,433.60	1,433.60

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Department 6004

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102607	291-6004-613185-	39432 MARY WEBER	Butterfly Garden	68.82	68.82
DEPARTMENT 6004 TOTAL:				7,563.83	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6008

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Exec Office Finance					
102487	291-6008-612203-	30669 ARLINGTON HTS MEMORIAL LIBRARY	Mileage- Beckman	7.37	1,148.82
DEPARTMENT 6008 TOTAL:				7.37	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6010

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Exec Office IT						
102481	291-6010-613185-	39393	AMAZON CAPITAL SERVICES, INC	Case for circ ipad/ carpet sliders	35.40	9,868.35
102489	291-6010-612005-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Pro Monthly Subscription	54.10	20,404.92
102489	291-6010-612242-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AHML Cable, 5/1-5/31	20.98	
102489	291-6010-612242-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Emergency Texting Service	94.98	
102489	291-6010-612242-	39400	ARLINGTON HTS MEMORIAL LIBRARY	SC Internet, 4/21/24-5/20/24	193.91	
102489	291-6010-613030-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Toner for Kyocera Copier	160.16	
102489	291-6010-613030-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Graphics roll paper	770.10	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Amazon Freetime Subscription	7.99	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Youtube Monthly Subscription	13.99	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Spotify Monthly Subscription	16.99	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Trello Monthly Subscription	43.75	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Riddle Monthly Subscription	49.00	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Device Management Subscription	64.80	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Backblaze Data backup service	115.01	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Gsuite Monthly Subscription	129.60	
102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Volunteer Software Subscription	165.00	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6010	102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Zoom Subscription	280.00	
	102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Annual Crowdprur Subscription	299.94	
	102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Annual Basecamp Renewal	1,080.00	
	102489	291-6010-613032-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Quicktap survey annual renewal	1,570.00	
	102489	291-6010-613185-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Charger for Canon SLR Camera	20.78	
	102489	291-6010-613185-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Webcam Desktop Stands for Staff	37.21	
	102489	291-6010-613185-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Battery for Hub Macbook	159.98	
	102489	291-6010-613232-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Camtasia for Staff Trainer	114.99	
	102491	291-6010-612242-	37679	AT&T MOBILITY	Internet 4/28-5/27	139.47	139.47
	102493	291-6010-613185-	36532	B & H PHOTO VIDEO	Public Lab Monitor Replacement	149.99	149.99
	102512	291-6010-612242-	37399	COMCAST	June Internet AHML	1,559.95	3,145.66
	102512	291-6010-612242-	37399	COMCAST	May Internet AHML	1,585.71	
	102537	291-6010-612102-	37125	IMPACT NETWORKING LLC	Equipment Maintenance	145.89	1,556.81
	102537	291-6010-612102-	37125	IMPACT NETWORKING LLC	Equipment Maintenance	418.60	
	102537	291-6010-612102-	37125	IMPACT NETWORKING LLC	Equipment Maintenance	424.84	
	102537	291-6010-612102-	37125	IMPACT NETWORKING LLC	Equipment Maintenance	567.48	
	102562	291-6010-612102-	37886	MNJ TECHNOLOGIES DIRECT INC	Barracuda License 6/14/24-6/13/25	5,135.00	13,224.79
	102562	291-6010-613032-	37886	MNJ TECHNOLOGIES DIRECT INC	Azure Premium License Qty205	59.79	
	102562	291-6010-613032-	37886	MNJ TECHNOLOGIES DIRECT INC	Barracuda License 6/14/24-6/13/25	2,895.00	

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Department 6010

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102580	291-6010-612242-	39262 RCN	Internet 5/13-6/12	2,285.17	2,285.17
102605	291-6010-612242-	36068 VERIZON WIRELESS	Telephone 4/26-5/25	353.52	353.52
DEPARTMENT 6010 TOTAL:				21,219.07	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Arlington Heights Memorial
LIBRARY ▶

Department 6020

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Exec Office Facilities					
102481	291-6020-612111-	39393	AMAZON CAPITAL SERVICES, INC	Building Maintenance	39.98
102481	291-6020-612111-	39393	AMAZON CAPITAL SERVICES, INC	Building Maintenance	50.35
102481	291-6020-612111-	39393	AMAZON CAPITAL SERVICES, INC	Building Maintenance	94.41
102481	291-6020-612111-	39393	AMAZON CAPITAL SERVICES, INC	Building Maintenance	103.13
102481	291-6020-613145-	39393	AMAZON CAPITAL SERVICES, INC	Janitorial Supplies	34.20
102481	291-6020-613145-	39393	AMAZON CAPITAL SERVICES, INC	Janitorial Supplies	114.33
102485	291-6020-612111-	39324	ANDERSON PEST SOLUTIONS	Exterminating Servs AHML	93.45
102486	291-6020-612111-	37355	AQUARIUM ADVENTURE	Reg Servs May	280.00
102488	291-6020-612111-	35145	ARLINGTON HTS MEMORIAL LIBRARY	Swisco Return	18.46
102489	291-6020-612111-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Door Pull Set	24.85
102489	291-6020-612111-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Drain Hose	51.50
102489	291-6020-612111-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Robe Hook	52.04
102489	291-6020-612111-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Bathroom partition hinge set	77.08
102489	291-6020-612111-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Hinges	132.49
102489	291-6020-612111-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Sign Post Hardware	154.19
102489	291-6020-613145-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Janitorial Supplies	56.88
102489	291-6020-613145-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Janitorial Supplies	68.49

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CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6020	102489	291-6020-613145- 39400	ARLINGTON HTS MEMORIAL LIBRARY	Diapers	93.99
	102494	291-6020-613145- 31544	BADE SUPPLY	Janitorial Supplies	365.64
	102494	291-6020-613145- 31544	BADE SUPPLY	Janitorial Supplies	2,233.60
	102513	291-6020-613051- 30129	COMED	Heating 4/11-5/14	46.77
	102523	291-6020-612111- 38958	GARDEN GUY, INC.	Landscape Maintenance May AHML	817.50
	102528	291-6020-612111- 30189	GRAINGER INC,W W	Building Maintenance	29.60
	102528	291-6020-612111- 30189	GRAINGER INC,W W	Maintenance Supplies	57.19
	102534	291-6020-613051- 37744	IGS ENERGY	Natural Gas April	3,151.01
	102554	291-6020-612111- 37655	MASTER MAINTENANCE SERVICE INC	Janitorial Servs June AHML	4,599.00
	102554	291-6020-612111- 37655	MASTER MAINTENANCE SERVICE INC	Janitorial Servs May AHML	4,599.00
	102557	291-6020-612111- 38872	MIDWEST PAPER RETRIEVER	May Recycling Servs	96.60
	102564	291-6020-612111- 36691	MOUNT PROSPECT PAINT INC	Paint	279.96
	102566	291-6020-613051- 30676	NICOR GAS	Natural Gas May	261.56
	102566	291-6020-613051- 30676	NICOR GAS	Natural Gas May	1,181.49
	102587	291-6020-612102- 39088	SECURITAS TECHNOLOGY CORPORATION	Elevator Monitoring Jun-Aug	71.13
	102587	291-6020-612102- 39088	SECURITAS TECHNOLOGY CORPORATION	Elevator Monitoring Jun-Aug	71.13
	102587	291-6020-612102- 39088	SECURITAS TECHNOLOGY CORPORATION	Alarm Monitoring Jun-Aug	124.11
	102589	291-6020-612107- 31677	SHERWIN ACE HARDWARE INC	Bookmobile Maintenance	5.18

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Arlington Heights Memorial
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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6020	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	5.98	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	8.99	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	10.97	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	15.94	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	29.53	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	46.96	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	47.96	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	57.95	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	62.98	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	64.35	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	67.14	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	67.85	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	91.77	
	102589	291-6020-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	234.17	
	102596	291-6020-612102-	30596	STANDARD ELEVATOR CORPORATION	4/15 Elevator Detector Repair	914.00	5,115.00
	102596	291-6020-612102-	30596	STANDARD ELEVATOR CORPORATION	4/17 Elevator Detector Repair	4,201.00	
	102606	291-6020-612160-	30614	VILLAGE OF ARLINGTON HEIGHTS	Water/Sewer 3/13-5/15	83.24	3,799.43
	102606	291-6020-612160-	30614	VILLAGE OF ARLINGTON HEIGHTS	Water/Sewer 3/13-5/15	3,292.77	
	102606	291-6020-613050-	30614	VILLAGE OF ARLINGTON HEIGHTS	Fuel April	342.27	
	102613	291-6020-612111-	38045	ZORO TOOLS INC	Maintenance Supplies	37.49	153.89

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	CHECK #	ACCOUNT #		VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6020	102613	291-6020-612111-	38045	ZORO TOOLS INC	Maintenance Supplies	116.40	
DEPARTMENT 6020 TOTAL:						29,330.00	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6401

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
User Svcs Youth Svcs					
102477	291-6401-613202-	37597 4IMPRINT	Summer Reading Giveaways	3,806.91	3,806.91
102481	291-6401-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	12.78	9,868.35
102481	291-6401-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	12.99	
102481	291-6401-613005-	39393 AMAZON CAPITAL SERVICES, INC	Pocket folders	25.37	
102481	291-6401-613201-	39393 AMAZON CAPITAL SERVICES, INC	2024 P2W Prizes Tween	11.83	
102481	291-6401-613201-	39393 AMAZON CAPITAL SERVICES, INC	YS Summer supplies	15.99	
102481	291-6401-613201-	39393 AMAZON CAPITAL SERVICES, INC	Swingline Staples/Paper	30.41	
102481	291-6401-613201-	39393 AMAZON CAPITAL SERVICES, INC	Tween Space Supplies	97.70	
102481	291-6401-613201-	39393 AMAZON CAPITAL SERVICES, INC	June Imagination Station	147.74	
102481	291-6401-613201-	39393 AMAZON CAPITAL SERVICES, INC	KW Lego Table Baseplates	193.21	
102481	291-6401-613201-	39393 AMAZON CAPITAL SERVICES, INC	Tween Space Supplies	236.14	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	YS Summer supplies	21.54	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	2024 P2W Prizes Tween	25.58	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	Puppets for storytime	34.79	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	Fruit salad for Toddler Time	37.58	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	Countdown to K/garten Supplies	52.95	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	Puppeteers curtains & mic case	60.22	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	Bookmarks for Kickoff Day, 6/1	98.59	
102481	291-6401-613202-	39393 AMAZON CAPITAL SERVICES, INC	2024 Play to Win Prizes	465.05	
102481	291-6401-613290-	39393 AMAZON CAPITAL SERVICES, INC	Cable Zip Ties	6.99	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Arlington Heights Memorial
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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6401	102481	291-6401-613290-	39393	AMAZON CAPITAL SERVICES, INC	Teen Litcrate Goodies July	188.30	
	102487	291-6401-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Mijalski	5.63	1,148.82
	102487	291-6401-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Eyman	7.37	
	102487	291-6401-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Segalla	10.12	
	102487	291-6401-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Segalla	17.43	
	102487	291-6401-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Supplies-Mental Health Acctivity	19.44	
	102487	291-6401-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Parker	28.00	
	102487	291-6401-613201-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Craft sticks for passive craft	5.00	
	102487	291-6401-613201-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Play Time 6/3	5.60	
	102487	291-6401-613201-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Dry Erase Markers for Hub	14.67	
	102487	291-6401-613202-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Program Supplies	8.34	
	102487	291-6401-613202-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Program Supplies 5/4	15.00	
	102487	291-6401-613202-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Lollipops for Summer Reading	24.37	
	102487	291-6401-613202-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Program Supplies	33.00	
	102487	291-6401-613202-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Snacks for TAB/MVP meeting	37.98	
	102488	291-6401-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	Play to Win Prizes	-1,014.40	1,667.78
	102488	291-6401-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	Play to Win Prizes	-20.28	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6401	102488	291-6401-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	Play to Win Prizes	12.58	
	102488	291-6401-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	Play to Win Prizes	20.28	
	102488	291-6401-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	Play to Win Prizes	629.39	
	102488	291-6401-613202-	35145	ARLINGTON HTS MEMORIAL LIBRARY	Play to Win Prizes	1,014.40	
	102489	291-6401-613201-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Tween Space Sticker Makers	51.96	20,404.92
	102489	291-6401-613202-	39400	ARLINGTON HTS MEMORIAL LIBRARY	2024 Play to Win Prizes	46.29	
	102489	291-6401-613202-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Puppets for Toddler Time	53.85	
	102489	291-6401-613202-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Snacks for Finals Study Lounge	218.30	
	102489	291-6401-613202-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Landscape Panels	724.07	
	102497	291-6401-613201-	39570	BAREFOOT BOOKS, INC	Story Cards for KW Writing Table	42.58	42.58
	102520	291-6401-613202-	38448	FUN EXPRESS LLC	Stickers for Storytime in the Park	40.50	1,618.47
	102520	291-6401-613202-	38448	FUN EXPRESS LLC	Play to Win Prizes Summer Reading	575.46	
	102520	291-6401-613202-	38448	FUN EXPRESS LLC	Play to Win Summer Reading Pri	1,002.51	
	102521	291-6401-613201-	39392	ALEJANDRIA GALARZA	Teen Programs Supplies	10.38	60.40
	102521	291-6401-613202-	39392	ALEJANDRIA GALARZA	Teen Programs Events	50.02	
	102560	291-6401-612218-	38624	LYNN MINUSKIN	6/28 Tween & Teen Yoga in the Park	80.00	80.00
	102581	291-6401-613202-	37214	REALLY GOOD STUFF LLC	Play to Win Prizes Summer Reading	96.53	96.53
	102586	291-6401-613202-	38733	ROUNDY'S INC	Tween Advisory Group 5/24	40.44	387.52

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Department 6401

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102594	291-6401-613202-32900	SMILEMAKERS	Summer Reading Prizes - Stickers	282.96	282.96
102601	291-6401-613202-32870	ULINE	Summer Reading Prize Bags	86.79	86.79
DEPARTMENT 6401 TOTAL:				9,859.22	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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Department 6410

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
User Svcs Info Svcs					
102479	291-6410-612202-	30610 ALA MEMBERSHIP	ALA Dues - Pearson L	243.00	451.00
102481	291-6410-613201-	39393 AMAZON CAPITAL SERVICES, INC	Coffee Cups	28.89	9,868.35
102481	291-6410-613290-	39393 AMAZON CAPITAL SERVICES, INC	ISG Circ Supplies	24.78	
102481	291-6410-613290-	39393 AMAZON CAPITAL SERVICES, INC	Circulation Supplies	110.04	
102487	291-6410-612203-	30669 ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Duncan	28.68	1,148.82
102487	291-6410-612203-	30669 ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Slavick	42.77	
102487	291-6410-613201-	30669 ARLINGTON HTS MEMORIAL LIBRARY	Refreshments-Genealogy Group	44.92	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	-1.20	1,667.78
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	
102488	291-6410-613201-	35145 ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.00	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6410	102488	291-6410-613201-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.83
	102488	291-6410-613201-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.84
	102488	291-6410-613201-	35145	ARLINGTON HTS MEMORIAL LIBRARY	SRP Gift Card	30.90
	102489	291-6410-612203-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Event registration-Buttera	10.00
	102489	291-6410-612203-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Event registration-Malik	10.00
	102489	291-6410-612203-	39400	ARLINGTON HTS MEMORIAL LIBRARY	State of the Chamber-Malik	20.00
	102489	291-6410-612203-	39400	ARLINGTON HTS MEMORIAL LIBRARY	State of the Chamber-Buttera	20.00
	102500	291-6410-612218-	37599	BRUCE BENNETT	May Resume Reviews	175.00
	102536	291-6410-612202-	30659	ILA MEMBERSHIP	ILA Dues - Pearson L	150.00
	102550	291-6410-612218-	37738	JULIE I MADAY	May Resume Reviews	35.00
	102586	291-6410-613201-	38733	ROUNDY'S INC	The Nonprofit Exchange	21.97
DEPARTMENT 6410 TOTAL:						1,326.42

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Department 6420

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
User Svcs Customer Svcs					
102481	291-6420-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	23.97	9,868.35
102481	291-6420-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	30.34	
102481	291-6420-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	33.66	
102481	291-6420-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	46.96	
102487	291-6420-612203-	30669 ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Karim	32.96	1,148.82
102487	291-6420-613201-	30669 ARLINGTON HTS MEMORIAL LIBRARY	Food for HOLA meeting	33.97	
102579	291-6420-612203-	37932 RAILS	Il Library Laws & Rules	25.00	25.00
102586	291-6420-613201-	38733 ROUNDY'S INC	New Friends Network 5/21	36.36	387.52
102602	291-6420-612165-	36808 UNIQUE MANAGEMENT SERVICES INC	May Placements	108.35	256.10
102602	291-6420-612165-	36808 UNIQUE MANAGEMENT SERVICES INC	April Placements	147.75	
				DEPARTMENT 6420 TOTAL:	519.32

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Department 6430

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
User Svcs Accessible Svcs					
102481	291-6430-613201-	39393 AMAZON CAPITAL SERVICES, INC	Program Supplies	111.84	9,868.35
102505	291-6430-612218-	39277 BRIAN WISMER ENTERTAINMENT	6/28 Cartoon Inclusion Dance DJ	450.00	450.00
102555	291-6430-612218-	38416 ALAYNE MCNULTY	June Creative Aging: Art	520.00	520.00
DEPARTMENT 6430 TOTAL:				1,081.84	

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Department 6440

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
User Svcs Programs & Exhibits					
102480	291-6440-613202-	38648 ALBERTSONS/SAFEWAY	Mental Health Month/Sunday Musicale	79.94	493.83
102481	291-6440-613202-	39393 AMAZON CAPITAL SERVICES, INC	Ziploc Baggies	39.12	9,868.35
102481	291-6440-613202-	39393 AMAZON CAPITAL SERVICES, INC	Pride Month Supplies	40.33	
102481	291-6440-613202-	39393 AMAZON CAPITAL SERVICES, INC	Pride Month Supplies	91.93	
102481	291-6440-613202-	39393 AMAZON CAPITAL SERVICES, INC	Glass Beads for Pride	111.86	
102481	291-6440-613202-	39393 AMAZON CAPITAL SERVICES, INC	Pride Month Supplies	185.68	
102487	291-6440-613202-	30669 ARLINGTON HTS MEMORIAL LIBRARY	D214 Bake Off	49.90	1,148.82
102489	291-6440-612218-	39400 ARLINGTON HTS MEMORIAL LIBRARY	OBOV Presenter book	23.47	20,404.92
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Balloons for Art Show/Vol Fair	30.00	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Balloons for Art Show/Vol Fair	38.20	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Balloons for Art Show/Vol Fair	38.20	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Books and Brews 5/15	40.00	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Comics for Free Comic Book Day	42.00	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Program Supplies	55.17	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Fabric for Pride Quilt	69.86	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Art Show Cookies 5/15	73.37	
102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Garden Pop-up Supplies	75.93	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6440	102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Water and Cookies for Art Show	77.83	
	102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Refreshments for 5/8 Art Show	107.15	
	102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Supplies for various programs	139.68	
	102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Prizes for Totally 2000s Trivia	210.26	
	102489	291-6440-613202-	39400 ARLINGTON HTS MEMORIAL LIBRARY	Dessert for Lit Stroll	306.90	
	102495	291-6440-612218-	39586 GRACE BAIRD	7/14 FanCon: Princess Tea Party	250.00	250.00
	102502	291-6440-612218-	39589 RAEHEL BILL	7/14 FanCon: Anime Stamp Rally	200.00	200.00
	102511	291-6440-612218-	39588 VICTORIA CHATFIELD	7/14 FanCon: Anime Stamp Rally	200.00	200.00
	102526	291-6440-612218-	39587 AARON GELBLAT-BRONSON	7/14 FanCon: Lecture & Dance Party	500.00	500.00
	102531	291-6440-612218-	39259 HEY NONNY	6/22 Appetizers for Lit Walk	550.00	550.00
	102533	291-6440-612218-	38817 JON D HUGHETT	7/14 FanCon: Dalek Cosplayers	400.00	400.00
	102542	291-6440-612218-	39470 JESSE WHITE TUMBLING TEAM	7/14 FanCon: Performance	1,050.00	1,050.00
	102544	291-6440-612218-	39590 MARK KEIME	6/21 The Warfront Comes Home	200.00	200.00
	102545	291-6440-612218-	38050 JACOB S KNABB	7/10 Writer's Ink	200.00	200.00
	102546	291-6440-612218-	39572 REBECCA LAFLURE	7/14 FanCon: Chalk Art	250.00	250.00
	102552	291-6440-612218-	39585 MARIACHI SIRENAS INC.	9/21 Deposit Mariachi Sirenas Concert	525.00	525.00
	102553	291-6440-612218-	39580 MARY KUBICA, LLC	6/22 Lit Stroll	2,000.00	2,000.00
	102556	291-6440-612218-	38467 ANTHONY MELE	7/14 FanCon: Artemis Spaceship Bridge	400.00	400.00

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Department 6440

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102559	291-6440-612218-	38918 OLIVIA R. MILLER	7/14 FanCon: Spidersona Drawing Work	500.00	500.00
102561	291-6440-612218-	38624 LYNN MINUSKIN	6/29 Yoga in the Park	80.00	80.00
102567	291-6440-612218-	39564 NJ MEDIA LLC	6/22 Lit Stroll	750.00	750.00
102569	291-6440-612218-	38906 NORTHSIDE DEFENSE LLC	6/20 Kung Fu in the Park: Women's	300.00	300.00
102584	291-6440-612218-	39565 KATHLEEN ROONEY	6/22 Lit Stroll	750.00	750.00
102585	291-6440-612218-	39532 ROUGH MAGIC LLC	7/14 FanCon: D&D Sessions & Workshops	1,200.00	1,200.00
102586	291-6440-613202-	38733 ROUNDY'S INC	Tea & Talk	41.42	387.52
102592	291-6440-612218-	39269 MADYSEN SIMANONIS	7/14 FanCon: Tea Party	250.00	250.00
102593	291-6440-612218-	39579 SIX GENERATIONS GENEALOGY	6/24 LGBTQ Genealogy	150.00	150.00
102597	291-6440-612218-	37278 SWANK MOVIE LICENSING USA	Movie Licenses 8/13 & 7/9 Prog	250.00	250.00
102604	291-6440-612218-	39260 GINA E. VENABLE	7/14 FanCon: Super Smash Bros T	150.00	150.00
102610	291-6440-612218-	39571 WINGS AND TALONS	7/14 FanCon: Performance & Meet	500.00	500.00
102612	291-6440-612218-	39243 MARK ZELKOWITZ	7/16 Guided Meditation	150.00	150.00
DEPARTMENT 6440 TOTAL:				13,723.20	

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Department 6450

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
User Svcs Digital Svcs						
102481	291-6450-613007-	39393	AMAZON CAPITAL SERVICES, INC	Reimbursed Supplies	98.16	9,868.35
102481	291-6450-613185-	39393	AMAZON CAPITAL SERVICES, INC	Speaker Cables	39.96	
102481	291-6450-613185-	39393	AMAZON CAPITAL SERVICES, INC	Memory Cards for Batch Slider	63.84	
102487	291-6450-613005-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Donuts for Team Meeting	14.62	1,148.82
102501	291-6450-613185-	38396	BEST BUY BUSINESS ADVANTAGE	Studio Purchase	19.99	19.99
102514	291-6450-613278-	37187	CONSUMERLAB.COM LLC	Consumerlab.com Subscription	1,007.85	1,007.85
102517	291-6450-613278-	35066	ENCYCLOPAEDIA BRITANNICA INC	Britannica Library Subscription	3,245.00	3,245.00
102563	291-6450-612242-	38942	MOBILE BEACON	4G Internet Access 29 Devices	3,480.00	3,480.00
102576	291-6450-613278-	36179	PROQUEST LLC	St. Louis Post-Dispatch Subscrip	616.99	11,679.99
102576	291-6450-613278-	36179	PROQUEST LLC	Electronic Subscriptions	2,467.81	
102576	291-6450-613278-	36179	PROQUEST LLC	Chicago Tribune Subscription	5,013.86	
				DEPARTMENT 6450 TOTAL:	16,068.08	

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Department 6470

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
User Svcs Collection Svcs					
102481	291-6470-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	79.20	9,868.35
102481	291-6470-613205-	39393 AMAZON CAPITAL SERVICES, INC	Processing Supplies	9.87	
102481	291-6470-613205-	39393 AMAZON CAPITAL SERVICES, INC	Processing Supplies	94.00	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	-27.99	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	8.99	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	9.96	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	9.98	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	11.34	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	11.87	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	11.98	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	12.23	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	12.97	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	12.98	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	12.98	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	12.99	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	13.50	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	13.56	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	13.97	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	13.98	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	13.99	
102481	291-6470-613275-	39393 AMAZON CAPITAL SERVICES, INC	AV Materials	14.99	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	15.98
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	15.99
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	16.95
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	16.99
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	19.99
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	19.99
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	20.98
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	24.99
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	28.67
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	29.49
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	32.91
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	32.99
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	34.98
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	35.49
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	39.00
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	39.98
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	43.14
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	48.88
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	51.99
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	64.95
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	79.00
	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	109.74

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102481	291-6470-613275-	39393	AMAZON CAPITAL SERVICES, INC	AV Materials	349.95
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	-20.86
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	5.39
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	6.06
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	6.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	7.86
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	7.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	7.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	7.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	8.63
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	8.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.29
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.89
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.89
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	9.99
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	10.00
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	10.08
	102481	291-6470-613280-	39393	AMAZON CAPITAL SERVICES, INC	Books	10.39

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		10.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		10.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		11.65
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		11.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		11.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		12.39
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		12.66
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		12.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.06
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.60
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.69
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.80
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.86
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.98
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		13.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.40
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.52
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.56
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.58
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.95
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.98

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		14.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		15.29
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		15.41
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		15.52
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		15.63
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		15.83
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		15.98
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		15.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		16.23
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		16.34
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		16.46
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		16.68
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		16.83
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		16.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		17.38
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		17.50
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		17.92
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		17.92
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		17.92
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		17.98
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		17.99

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		18.95
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		19.35
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		19.76
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		19.97
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		20.12
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		20.31
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		20.56
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		20.86
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		20.86
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		21.59
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		21.84
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		21.93
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		21.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		22.59
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		22.95
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		23.27
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		23.97
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		25.16
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		25.20
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		25.36
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		25.52
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		26.06

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		26.20
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		26.96
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		27.98
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		27.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		29.95
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		29.95
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		31.50
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		32.40
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		32.50
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		33.99
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		34.00
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		34.14
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		37.47
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		37.89
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		38.42
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		39.50
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		39.56
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		45.62
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		47.70
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		49.49
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		71.96
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books		74.95

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books	111.54	
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books	113.34	
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books	136.80	
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books	145.26	
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books	188.00	
	102481	291-6470-613280-	39393 AMAZON CAPITAL SERVICES, INC	Books	251.84	
	102481	291-6470-613295-	39393 AMAZON CAPITAL SERVICES, INC	Periodicals	11.87	
	102481	291-6470-613295-	39393 AMAZON CAPITAL SERVICES, INC	Periodicals	11.99	
	102481	291-6470-613295-	39393 AMAZON CAPITAL SERVICES, INC	Periodicals	13.99	
	102487	291-6470-613005-	30669 ARLINGTON HTS MEMORIAL LIBRARY	Snacks for Mental Health Month	36.47	1,148.82
	102488	291-6470-613275-	35145 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	22.99	1,667.78
	102488	291-6470-613275-	35145 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	22.99	
	102489	291-6470-613005-	39400 ARLINGTON HTS MEMORIAL LIBRARY	ILL Removeable labels	459.53	20,404.92
	102489	291-6470-613275-	39400 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	-79.52	
	102489	291-6470-613275-	39400 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	-67.38	
	102489	291-6470-613275-	39400 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	-18.77	
	102489	291-6470-613275-	39400 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	-1.25	
	102489	291-6470-613275-	39400 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	15.99	
	102489	291-6470-613275-	39400 ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	15.99	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	17.99
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	17.99
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	17.99
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	20.71
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	22.99
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	22.99
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	22.99
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	28.23
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	29.95
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	33.60
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	60.00
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	69.00
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	92.37
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	99.38
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	217.77
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	244.33
	102489	291-6470-613275-	39400	ARLINGTON HTS MEMORIAL LIBRARY	AV Materials	318.70

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102489	291-6470-613280-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Books	-109.35
	102489	291-6470-613280-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Books	24.72
	102489	291-6470-613280-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Books	27.78
	102489	291-6470-613280-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Books	30.99
	102489	291-6470-613280-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Books	35.57
	102489	291-6470-613280-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Books	37.17
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	6.60
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	7.96
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	12.09
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	15.29
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	16.49
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	24.86
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	24.99
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	29.97
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	29.99
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	45.00
	102489	291-6470-613295-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Periodicals	290.00

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Department 6470

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-50.30	17,645.62
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-33.80	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-24.00	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-12.00	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-4.20	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-4.00	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-4.00	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	-3.80	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	7.60	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	11.40	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	30.40	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	60.80	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	73.56	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	83.40	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	83.60	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	87.40	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	94.87	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	113.21	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	121.60	
102496	291-6470-612285-	30603 BAKER & TAYLOR	Processing Services	133.50	
102496	291-6470-613275-	30603 BAKER & TAYLOR	AV Materials	25.24	
102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	30.33	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		35.13
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		47.18
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		59.77
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		115.40
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		129.40
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		140.85
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		147.58
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		158.72
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		163.86
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		224.71
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		225.29
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		245.89
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		253.52
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		256.58
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		315.59
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		330.93
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		339.16
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		360.89
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		376.07
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		393.64
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		410.75
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books		414.22

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	436.71	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	445.75	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	465.68	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	468.82	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	501.97	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	636.96	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	645.81	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	709.70	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	923.01	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	1,088.20	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	1,334.87	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	1,547.60	
	102496	291-6470-613280-	30603 BAKER & TAYLOR	Books	1,915.10	
	102503	291-6470-613275-	32691 BLACKSTONE PUBLISHING	AV Materials	34.44	82.29
	102503	291-6470-613275-	32691 BLACKSTONE PUBLISHING	AV Materials	47.85	
	102506	291-6470-613205-	30052 BRODART CO	Processing Supplies	90.39	90.39
	102509	291-6470-613280-	35233 CENTER POINT LARGE PRINT	Books	24.57	242.70
	102509	291-6470-613280-	35233 CENTER POINT LARGE PRINT	Books	95.28	
	102509	291-6470-613280-	35233 CENTER POINT LARGE PRINT	Books	122.85	
	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	25.25	614.48
	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	39.47	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	40.43	
	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	56.10	
	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	59.71	
	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	90.02	
	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	101.15	
	102515	291-6470-613295-	35995 COX SUBSCRIPTIONS,W T	Periodicals	202.35	
	102516	291-6470-613205-	30141 DEMCO INC	Processing Supplies	298.32	298.32
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	-22.39	1,820.28
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	19.99	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	19.99	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	19.99	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	19.99	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	24.00	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	29.59	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	29.59	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	30.39	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	30.39	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	32.79	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	83.96	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	89.57	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	91.17	
	102522	291-6470-613280-	30191 GALE/CENGAGE LEARNING	Books	121.57	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6470	102522	291-6470-613280-	30191	GALE/CENGAGE LEARNING	Books	160.76	
	102522	291-6470-613280-	30191	GALE/CENGAGE LEARNING	Books	174.35	
	102522	291-6470-613280-	30191	GALE/CENGAGE LEARNING	Books	175.16	
	102522	291-6470-613280-	30191	GALE/CENGAGE LEARNING	Books	182.35	
	102522	291-6470-613280-	30191	GALE/CENGAGE LEARNING	Books	229.54	
	102522	291-6470-613280-	30191	GALE/CENGAGE LEARNING	Books	277.53	
	102524	291-6470-613280-	38263	GARETH DYRVRNS PUBLISHING	Books	99.19	99.19
	102525	291-6470-613205-	37124	GARVEYS OFFICE PRODUCTS	Processing Supplies	961.50	961.50
	102535	291-6470-613280-	30502	IL INST CONTINUING LEGAL EDUC	Books	67.50	213.75
	102535	291-6470-613280-	30502	IL INST CONTINUING LEGAL EDUC	Books	67.50	
	102535	291-6470-613280-	30502	IL INST CONTINUING LEGAL EDUC	Books	78.75	
	102538	291-6470-613280-	33297	INFORMATION TODAY INC	Books	435.55	435.55
	102539	291-6470-612285-	30564	INGRAM LIBRARY SERVICES	Processing Services	4.96	11,701.69
	102539	291-6470-612285-	30564	INGRAM LIBRARY SERVICES	Processing Services	8.44	
	102539	291-6470-612285-	30564	INGRAM LIBRARY SERVICES	Processing Services	8.60	
	102539	291-6470-612285-	30564	INGRAM LIBRARY SERVICES	Processing Services	20.90	
	102539	291-6470-612285-	30564	INGRAM LIBRARY SERVICES	Processing Services	22.38	
	102539	291-6470-613275-	30564	INGRAM LIBRARY SERVICES	AV Materials	20.91	
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	39.04	
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	53.17	
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	55.78	

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
Department 6470	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	56.08
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	83.29
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	91.02
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	108.00
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	116.97
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	122.23
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	126.56
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	157.09
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	170.84
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	200.09
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	201.56
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	215.97
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	233.63
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	268.58
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	277.63
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	308.99
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	318.95
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	327.95
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	395.91
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	451.02
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	466.25
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	573.09

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	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6470	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	631.15	
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	638.40	
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	1,052.69	
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	1,055.89	
	102539	291-6470-613280-	30564	INGRAM LIBRARY SERVICES	Books	2,143.87	
	102540	291-6470-613295-	37238	J.D. POWER AND ASSOCIATES	Periodicals	303.00	303.00
	102543	291-6470-613275-	38437	KANOPY INC	AV Materials	955.00	955.00
	102548	291-6470-613280-	38519	LIBRARY IDEAS LLC	Books	47.20	1,277.96
	102548	291-6470-613280-	38519	LIBRARY IDEAS LLC	Books	1,230.76	
	102551	291-6470-613295-	38952	MAGNOLIA JOURNAL	Periodicals	25.00	25.00
	102558	291-6470-612285-	34037	MIDWEST TAPE	Processing Services	651.59	22,520.79
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	59.49	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	74.92	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	111.96	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	148.95	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	156.55	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	710.99	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	1,214.40	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	1,617.08	
	102558	291-6470-613275-	34037	MIDWEST TAPE	AV Materials	12,554.04	
	102558	291-6470-613280-	34037	MIDWEST TAPE	Books	5,220.82	

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Department 6470

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102565	291-6470-613295-	33519 NEW YORK TIMES CO,THE	Periodicals	1,144.05	1,144.05
102570	291-6470-613275-	31402 OCLC INC	AV Materials	38.00	75,859.08
102570	291-6470-613275-	31402 OCLC INC	AV Materials	1,952.95	
102570	291-6470-613275-	31402 OCLC INC	AV Materials	3,212.14	
102570	291-6470-613275-	31402 OCLC INC	AV Materials	3,693.15	
102570	291-6470-613275-	31402 OCLC INC	AV Materials	6,936.20	
102570	291-6470-613275-	31402 OCLC INC	AV Materials	7,952.80	
102570	291-6470-613275-	31402 OCLC INC	AV Materials	8,076.58	
102570	291-6470-613275-	31402 OCLC INC	AV Materials	9,855.09	
102570	291-6470-613280-	31402 OCLC INC	Books	152.08	
102570	291-6470-613280-	31402 OCLC INC	Books	1,706.20	
102570	291-6470-613280-	31402 OCLC INC	Books	2,752.97	
102570	291-6470-613280-	31402 OCLC INC	Books	3,713.43	
102570	291-6470-613280-	31402 OCLC INC	Books	4,559.05	
102570	291-6470-613280-	31402 OCLC INC	Books	5,022.10	
102570	291-6470-613280-	31402 OCLC INC	Books	7,350.01	
102570	291-6470-613280-	31402 OCLC INC	Books	8,886.33	
102572	291-6470-613280-	33992 PENWORTHY COMPANY LLC	Books	164.55	164.55
102574	291-6470-613280-	30982 POLONIA BOOKSTORE INC	Books	19.20	213.84
102574	291-6470-613280-	30982 POLONIA BOOKSTORE INC	Books	194.64	
102578	291-6470-613295-	39516 QUILTMAKER	Periodicals	29.95	29.95

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Department 6470

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102582	291-6470-613295-	39152 REMIND MAGAZINE	Periodicals	28.00	28.00
102588	291-6470-613280-	39122 SENTRUM MARKETING LLC	Books	34.10	34.10
102599	291-6470-613280-	37426 THOMSON REUTERS-WEST PAYMENT CENTER	Books	277.00	277.00
102600	291-6470-613280-	35688 TSAI FONG BOOKS INC	Books	60.79	60.79
102611	291-6470-613280-	30911 YBP LIBRARY SERVICES	Books	32.88	32.88
DEPARTMENT 6470 TOTAL:				142,869.76	

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Department 6480

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
User Svcs Belmont Makerspace					
102479	291-6480-612202-	30610 ALA MEMBERSHIP	ALA Dues - Henry K	46.00	451.00
102479	291-6480-612202-	30610 ALA MEMBERSHIP	ALA Dues - Krueger C	162.00	
102480	291-6480-613222-	38648 ALBERTSONS/SAFEWAY	Program Supplies 6/12; 6/18	122.58	493.83
102481	291-6480-612111-	39393 AMAZON CAPITAL SERVICES, INC	Building Maintenance	17.58	9,868.35
102481	291-6480-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	17.06	
102481	291-6480-613005-	39393 AMAZON CAPITAL SERVICES, INC	Magnets & Binder	33.39	
102481	291-6480-613005-	39393 AMAZON CAPITAL SERVICES, INC	Office Supplies	44.97	
102481	291-6480-613007-	39393 AMAZON CAPITAL SERVICES, INC	Paper Bags	24.98	
102481	291-6480-613007-	39393 AMAZON CAPITAL SERVICES, INC	Reimbursed Supplies	75.88	
102481	291-6480-613185-	39393 AMAZON CAPITAL SERVICES, INC	Small Tools	36.88	
102481	291-6480-613185-	39393 AMAZON CAPITAL SERVICES, INC	Rotary Cutter Blades	56.96	
102481	291-6480-613185-	39393 AMAZON CAPITAL SERVICES, INC	Accuquilt Replacement Die	65.99	
102481	291-6480-613185-	39393 AMAZON CAPITAL SERVICES, INC	Tools	85.96	
102481	291-6480-613185-	39393 AMAZON CAPITAL SERVICES, INC	Small Tools & Equipment	180.89	
102481	291-6480-613212-	39393 AMAZON CAPITAL SERVICES, INC	Punch Needle Class Supplies	34.90	
102481	291-6480-613212-	39393 AMAZON CAPITAL SERVICES, INC	Program Supplies	71.90	
102481	291-6480-613212-	39393 AMAZON CAPITAL SERVICES, INC	Programs Supplies	82.12	
102481	291-6480-613212-	39393 AMAZON CAPITAL SERVICES, INC	Window Cling Class Supplies	128.26	
102481	291-6480-613212-	39393 AMAZON CAPITAL SERVICES, INC	Program Supplies	136.46	
102481	291-6480-613212-	39393 AMAZON CAPITAL SERVICES, INC	Punch Needle Class Supplies	199.48	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

WARRANT REGISTER CHECK DATE: 6/18/2024

Arlington Heights Memorial
LIBRARY ▶

	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6480	102481	291-6480-613222-	39393	AMAZON CAPITAL SERVICES, INC	Vinyl for Grads Program Pilot	25.72	
	102481	291-6480-613222-	39393	AMAZON CAPITAL SERVICES, INC	Culinary Kids supplies	47.96	
	102481	291-6480-613222-	39393	AMAZON CAPITAL SERVICES, INC	Hats for Grads Program Pilot	109.65	
	102481	291-6480-613222-	39393	AMAZON CAPITAL SERVICES, INC	Culinary Kids: Cake Pops	140.33	
	102484	291-6480-612111-	30001	ANDERSON LOCK CO LTD	Keys	67.16	67.16
	102485	291-6480-612111-	39324	ANDERSON PEST SOLUTIONS	Exterminating Servs Belmont	84.55	178.00
	102487	291-6480-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Baseggio	9.51	1,148.82
	102487	291-6480-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Mileage-Baseggio	11.52	
	102487	291-6480-612203-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Meeting Refreshments	38.88	
	102487	291-6480-613185-	30669	ARLINGTON HTS MEMORIAL LIBRARY	Pipe for weight in laser rotary tool	4.49	
	102489	291-6480-612102-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Dremel Laser Tube Assembly	329.99	20,404.92
	102489	291-6480-612202-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Instacart+ Membership	99.00	
	102489	291-6480-612242-	39400	ARLINGTON HTS MEMORIAL LIBRARY	ADT Security for Makerplace	58.65	
	102489	291-6480-612242-	39400	ARLINGTON HTS MEMORIAL LIBRARY	MP Internet, 5/1/24-5/31/24	268.87	
	102489	291-6480-613005-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Laptop Charging Cable	30.81	
	102489	291-6480-613185-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Tax refund-Thermometers	-9.51	
	102489	291-6480-613185-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Thermometers	161.71	
	102489	291-6480-613212-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Whole Wheat Sandwich Bread	23.46	

ARLINGTON HEIGHTS MEMORIAL LIBRARY

WARRANT REGISTER CHECK DATE: 6/18/2024

Arlington Heights Memorial
LIBRARY ▶

	CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT	
Department 6480	102489	291-6480-613212-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Mussels for French Bistro class	49.95	
	102489	291-6480-613212-	39400	ARLINGTON HTS MEMORIAL LIBRARY	To go containers	68.98	
	102489	291-6480-613212-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Groceries for Cream Puffs 5/4	70.80	
	102489	291-6480-613212-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Groceries for Knife Skills	108.51	
	102489	291-6480-613232-	39400	ARLINGTON HTS MEMORIAL LIBRARY	Noun Project Subscription	19.99	
	102492	291-6480-612228-	39397	AUDREY RA DESIGN	7/16 Watercolor Crystals 2 Sessio	600.00	600.00
	102498	291-6480-612228-	38971	BEER ON THE WALL LLC	6/20 Barrel-Aged Beverages	200.00	200.00
	102499	291-6480-613212-	38971	BEER ON THE WALL LLC	6/20 Barrel-Aged Beverages Supplies	250.00	250.00
	102507	291-6480-612242-	39231	BUSINESS SOLUTIONS GROUP, LLC	May Eagle Eye Software	187.82	187.82
	102523	291-6480-612111-	38958	GARDEN GUY, INC.	Landscape Maintenance May Belm	305.25	1,122.75
	102527	291-6480-613212-	39163	GRACE GOUDIE	April Culinary Class Supplies	219.67	219.67
	102529	291-6480-612111-	39149	GROOT, INC.	June Recycling Servs Belmont	169.02	169.02
	102554	291-6480-612111-	37655	MASTER MAINTENANCE SERVICE INC	Janitorial Servs May Belmont	1,650.00	12,948.00
	102554	291-6480-612111-	37655	MASTER MAINTENANCE SERVICE INC	Janitorial Servs June Belmont	2,100.00	
	102566	291-6480-613051-	30676	NICOR GAS	Natural Gas 4/12-5/14 IGS Belmont	80.36	1,732.89
	102566	291-6480-613051-	30676	NICOR GAS	Natural Gas 4/12-5/14 Belmont	209.48	
	102586	291-6480-613212-	38733	ROUNDY'S INC	Program Supplies	247.33	387.52
	102589	291-6480-612111-	31677	SHERWIN ACE HARDWARE INC	Building Maintenance	14.76	832.48

ARLINGTON HEIGHTS MEMORIAL LIBRARY

WARRANT REGISTER

CHECK DATE: 6/18/2024

Arlington Heights Memorial
LIBRARY ▶

Department 6480

CHECK #	ACCOUNT #	VENDOR # / NAME	DESCRIPTION	AMOUNT	CHECK AMOUNT
102606	291-6480-612160-	30614 VILLAGE OF ARLINGTON HEIGHTS	Water/Sewer 3/12-5/15	81.15	3,799.43
				DEPARTMENT 6480 TOTAL:	9,760.06
				WARRANT TOTAL:	337,530.82

June 18, 2024

**Arlington Heights Memorial Library
American Express Card Summary
5/31/2024**

#	Cardholder	Account	Amount	Description	Vendor	PO #
		Count	126			
1	Czajka	6440-3202	\$ 30.00	Balloons for Art Show/Volunteer Fair	PARTY CITY 196 ARLIN	28800
2	Czajka	6440-3202	\$ 38.20	Balloons for Art Show/Volunteer Fair	PARTY CITY 196 ARLIN	28800
3	Czajka	6440-3202	\$ 38.20	Balloons for Art Show/Volunteer Fair	PARTY CITY 196 ARLIN	28800
4	Czajka	6480-3212	\$ 23.46	Whole Wheat Sandwich Bread	MARIANOS #501 000000	28802
5	Czajka	6440-3202	\$ 69.86	Fabric for Pride Quilt	JOANN STORES #2113 0	29040
6	Czajka	6440-3202	\$ 77.83	Water and Cookies for Art Show	JEWEL OSCO 3478 3478	29042
7	Czajka	6004-2218	\$ 3,223.82	FanCon Rental 7/14 (tents & tables)	FSP*ROSE PARTY RENTA	29061
8	Czajka	6440-2218	\$ 23.47	OBOV Presenter book	BOOKSHOP.ORG	29271
9	Czajka	6440-3202	\$ 40.00	Books and Brews 5/15	EDDIES RRESTAURANT &	29302
10	Czajka	6440-3202	\$ 210.26	Prizes for Totally 2000s Trivia	BOX LUNCH #4510 4510	29304
11	Czajka	6440-3202	\$ 42.00	Comics for Free Comic Book Day	FIV*BEYOND TOMORROW	29306
12	Czajka	6440-3202	\$ 55.17	Program Supplies	TARGET 011767 ARLING	29308
13	Czajka	6440-3202	\$ 75.93	Garden Pop-up Supplies	PESCHE'S GARDEN CENT	29310
14	Czajka	6440-3202	\$ 306.90	Dessert for Lit Stroll	SWEET TS BAKERY & CA	29333
15	Czajka	6440-3202	\$ 139.68	Supplies for various programs	TARGET 011767	28805
16	Driskell	6010-3032	\$ 280.00	Zoom Subscription	ZOOM.US 888-799-9666	8669
17	Driskell	6010-2242	\$ 94.98	Emergency Texting Service	ONTIMETEL DIALMYCAL	11939
18	Driskell	6470-3005	\$ 459.53	ILL Removeable labels	PROSERV BUSINESS PRO	28521
19	Driskell	6003-4070	\$ 1,002.55	Catering for Volunteer Appreciation Event	IN *TASTY CATERING E	28526
20	Driskell	6001-2203	\$ 176.20	Airfare for MAVA Conf J.Begich	DELTA AIR LINES ATLA	28702
21	Driskell	6020-3145	\$ 93.99	Diapers	THE HONEST COMPANY,	28732
22	Driskell	6480-3232	\$ 19.99	Noun Project Yearly Subscription	NOUNPROJECT.COM	28755
23	Driskell	6004-3202	\$ 101.50	Summer Reading Weekly Prize	Michaels 8554020728	28760
24	Driskell	6004-3202	\$ 100.00	Summer Reading Weekly Prize	TARGET.COM 3991 BROO	28762
25	Driskell	6004-3202	\$ 100.95	Summer Reading Weekly Prize	BARNES&NOBLE PAPERSON	28764
26	Driskell	6010-3030	\$ 770.10	Graphics roll paper	IT SUPPLIES INC 0000	28787
27	Driskell	6401-3202	\$ 724.07	Landscape Panels	SHOPWILDTHINGS, INC.	28829
28	Driskell	6002-3185	\$ 1,086.11	Landscape Panels	SHOPWILDTHINGS, INC.	28829
29	Driskell	6020-2111	\$ 51.50	Drain Hose	SP CLEANINGPARTSDIRE	28847
30	Driskell	6480-3212	\$ 68.98	To go containers	THE WEBSTAIRANT STOR	28850
31	Driskell	6440-3202	\$ 107.15	Refreshments for 5/8 Art Show	JEWEL-OSCO.COM #3422	28856
32	Driskell	6020-3145	\$ 56.88	Janitorial Supplies	SAMSLUB.COM#6279 62	28858
33	Driskell	6020-3145	\$ 68.49	Janitorial Supplies	THE WEBSTAIRANT STOR	28879
34	Driskell	6401-3201	\$ 51.96	Tween Space Sticker Makers	ACCO BRANDS DIRECT 8	28905
35	Driskell	6401-3202	\$ 218.30	Snacks for Finals Study Lounge	SAMSLUB.COM#6279 62	28931
36	Driskell	6401-3202	\$ 46.29	2024 Play to Win Prizes	Oceanpayment*mideera	28948
37	Driskell	6410-2203	\$ 20.00	State of the Chamber-Malik	ARLINGTON HEIGHTS CC	28950
38	Driskell	6410-2203	\$ 20.00	State of the Chamber-Buttera	ARLINGTON HEIGHTS CC	28965
39	Driskell	6440-3202	\$ 73.37	Art Show Reception Cookies 5/15	JEWEL-OSCO.COM #3422	29028
40	Driskell	6020-2111	\$ 132.49	Hinges	BT*SWISCO, INC PENNS	29038
41	Driskell	6480-2202	\$ 99.00	Instacart+ Membership	CLDTKN IC* INSTACART	29044
42	Driskell	6002-2210	\$ 62.97	Business Cards-Griebler,Pearson	VISTAPRINT WALTHAM M	29054
43	Driskell	6004-3202	\$ 480.00	Game of the Week Prizes	TARGET.COM 3991 BROO	29056
44	Driskell	6020-2111	\$ 52.04	Robe Hook	HARBORCITYS 80026009	29097
45	Driskell	6020-2111	\$ 24.85	Door Pull Set	BT*SWISCO, INC PENNS	29099
46	Driskell	6410-2203	\$ 10.00	Event registration-- Buttera	EB *THE ECONOMY IN F	29105
47	Driskell	6020-2111	\$ 154.19	Sign Post Hardware	BT*SIGNS DIRECT INC	29123
48	Driskell	6480-3185	\$ (9.51)	Tax refund--Thermometers	THERMOWORKS, INC. AM	29134
49	Driskell	6480-3185	\$ 161.71	Thermometers	THERMOWORKS, INC. AM	29134
50	Driskell	6001-2203	\$ 476.86	ALA Conf Airfare--A.Son	UNITED AIRLINES	29182
51	Driskell	6010-3185	\$ 159.98	Battery for Hub Macbook	OTHERWORLDCO*MACSALE	29184
52	Driskell	6002-2210	\$ 800.50	Summer Reading Labels	STICKER MULE	29194
53	Driskell	6002-3185	\$ 29.99	Picture Hanging Wire	SP WALLNITURE CARLST	29196
54	Driskell	6410-2203	\$ 10.00	Event registration--Malik	EB *THE ECONOMY IN F	29204
55	Driskell	6401-3202	\$ 53.85	Puppets for Toddler Time	SP THE PUPPET STORE	29214
56	Driskell	6020-2111	\$ 77.08	Bathroom partition hinge set	ROBERT BROOKE & ASSO	29234

#	Cardholder	Account	Amount	Description	Vendor	PO #
57	Driskell	6480-3005	\$ 30.81	Laptop Charging Cable	APPLE.COM/US	29258
58	Driskell	489-90	\$ (92.59)	Corporate Cashback	CORPORATE CASHBACK C	
59	Dworianyyn	6010-3185	\$ 20.78	Charger for Canon SLR Camera	CLDTKN AMZN MKTP US*	
60	Dworianyyn	6480-2242	\$ 268.87	MP Internet, 5/1/24-5/31/24	COMCAST CHICAGO	
61	Dworianyyn	6010-3032	\$ 13.99	Youtube Monthly Subscription	GOOGLE *YOUTUBEPREMI	
62	Dworianyyn	6010-3032	\$ 1,570.00	Quicktap survey annual renewal	QUICKTAPSURVEY	
63	Dworianyyn	6010-3032	\$ 165.00	Volunteer Software Subscription	WWW.VOLGISTICS.COM	
64	Dworianyyn	6010-3232	\$ 114.99	Camtasia Software for Staff Trainer	FS *TECHSMITH	
65	Dworianyyn	6010-3032	\$ 1,080.00	Annual Basecamp Renewal	BASECAMP.COM	
66	Dworianyyn	6010-2242	\$ 20.98	AHML Cable, 5/1-5/31	COMCAST CHICAGO	
67	Dworianyyn	6010-2242	\$ 193.91	SC Internet, 4/21/24-5/20/24	COMCAST CHICAGO	
68	Dworianyyn	6010-3032	\$ 299.94	Annual Crowdpuurr Subscription	CLDTKN CROWDPURR.COM	
69	Dworianyyn	6010-3185	\$ 37.21	Webcam Desktop Stands for Staff	CLDTKN AMZN MKTP US*	
70	Dworianyyn	6010-3032	\$ 7.99	Amazon Freetime Subscription	CLDTKN AMAZON KIDS+*	
71	Dworianyyn	6010-3032	\$ 43.75	Trello Monthly Subscription	CLDTKN TRELLO.COM* A	
72	Dworianyyn	6010-2005	\$ 54.10	Pro Monthly Subscription	PAYFLOW/PAYPAL 0045	
73	Dworianyyn	6010-3032	\$ 16.99	Spotify Monthly Subscription	CLDTKN SPOTIFY USA	
74	Dworianyyn	6010-3032	\$ 64.80	Device Management Subscription	GOOGLE *GSUITE_AHML.	
75	Dworianyyn	6010-3032	\$ 129.60	Gsuite Monthly Subscription	GOOGLE*GSUITE_AHML.I	
76	Dworianyyn	6480-2242	\$ 58.65	ADT Security for Makerplace	ADT SECURITY*4038885	
77	Dworianyyn	6010-3032	\$ 115.01	Backblaze Data backup service	BACKBLAZE INC	
78	Dworianyyn	6010-3030	\$ 160.16	Toner for Kyocera Copier	CDW Government Verno	
79	Dworianyyn	6010-3032	\$ 49.00	Riddle Monthly Subscription	CLDTKN RIDDLE.COM SU	
80	Krueger	6480-3212	\$ 70.80	Groceries for Cream Puffs 5/4	IC* INSTACART SAN FR	28893
81	Krueger	6480-3212	\$ 108.51	Groceries for Knife Skills	IC* INSTACART SAN FR	29014
82	Krueger	6001-2203	\$ 579.12	Open Sauce Conference Flight-Krueger	UNITED AIRLINES HOUS	29035
83	Krueger	6480-2102	\$ 329.99	Dremel Laser Tube Assembly	ROBERT BOSCH TOOL CO	29198
84	Krueger	6480-3212	\$ 49.95	Mussels for French Bistro class	BOSTON FISH MARKET O	29222
85	Moravec	6001-2203	\$ 76.80	Snacks for Open Mike Meeting	JAROSCH BAKERY	
86	Moravec	6003-2255	\$ 49.98	Fresh Cookies	CC* CRUMBL ARLINGTON	28835
87	Szymanek	6470-3275	\$ 15.99	AV Materials	CLDTKN HELP.MAX.COM	
88	Szymanek	6470-3275	\$ (18.77)	AV Materials	GAMESTOP.COM GameSto	
89	Szymanek	6470-3275	\$ (1.25)	AV Materials	GAMESTOP.COM GameSto	
90	Szymanek	6470-3280	\$ 24.72	Books	WALMART.COM	
91	Szymanek	6470-3275	\$ 17.99	AV Materials	HULU 877-8244858 CA	
92	Szymanek	6470-3275	\$ 17.99	AV Materials	HULU 877-8244858 CA	
93	Szymanek	6470-3275	\$ 17.99	AV Materials	HULU 877-8244858 CA	
94	Szymanek	6470-3275	\$ 28.23	AV Materials	GAMESTOP.COM GameSto	
95	Szymanek	6470-3275	\$ 22.99	AV Materials	NETFLIX.COM	
96	Szymanek	6470-3275	\$ 318.70	AV Materials	GAMESTOP.COM GameSto	
97	Szymanek	6470-3275	\$ 92.37	AV Materials	WTTW CHANNEL 11 0000	
98	Szymanek	6470-3280	\$ 35.57	Books	AB* ABEBOOKS.CO KDAB	
99	Szymanek	6470-3280	\$ 27.78	Books	PRH.COM8007333000	
100	Szymanek	6470-3275	\$ 217.77	AV Materials	USA*PBS PUB BRD SVC	
101	Szymanek	6470-3275	\$ 244.33	AV Materials	USA*PBS PUB BRD SVC	
102	Szymanek	6470-3295	\$ 6.60	Periodicals	CLDTKN EBAY O*02-115	
103	Szymanek	6470-3295	\$ 24.86	Periodicals	CLDTKN EBAY O*02-115	
104	Szymanek	6470-3295	\$ 7.96	Periodicals	EBAY O*24-11574-8470	
105	Szymanek	6470-3275	\$ 22.99	AV Materials	NETFLIX.COM	
106	Szymanek	6470-3295	\$ 16.49	Periodicals	CLDTKN EBAY O*23-115	
107	Szymanek	6470-3275	\$ 69.00	AV Materials	SP SHOP ELITESCREENS	
108	Szymanek	6470-3275	\$ 22.99	AV Materials	NETFLIX.COM	
109	Szymanek	6470-3280	\$ 30.99	Books	BARNES&NOBLE PAPERSON	
110	Szymanek	6470-3295	\$ 12.09	Periodicals	CLDTKN EBAY O*24-115	
111	Szymanek	6470-3295	\$ 15.29	Periodicals	CLDTKN EBAY O*24-115	
112	Szymanek	6470-3280	\$ 37.17	Books	RDA*COUNTRY BOOKS	
113	Szymanek	6470-3275	\$ 99.38	AV Materials	TARGET.COM 3991	
114	Szymanek	6470-3295	\$ 29.99	Periodicals	D J*BARRON'S	
115	Szymanek	6470-3275	\$ (79.52)	AV Materials	SHOWTIME	
116	Szymanek	6470-3275	\$ (67.38)	AV Materials	SHOWTIME	
117	Szymanek	6470-3295	\$ 290.00	Periodicals	CLDTKN THE CHARTIST	
118	Szymanek	6470-3275	\$ 29.95	AV Materials	WALMART.COM	

<u>#</u>	<u>Cardholder</u>	<u>Account</u>	<u>Amount</u>	<u>Description</u>	<u>Vendor</u>	<u>PO #</u>
119	Szymanek	6470-3280	\$ (109.35)	Books	BOOKSHOP.ORG	
120	Szymanek	6470-3275	\$ 15.99	AV Materials	CLDTKN HELP.MAX.COM	
121	Szymanek	6470-3295	\$ 24.99	Periodicals	HCS*HIGHLIGHTSFORCHI	
122	Szymanek	6470-3275	\$ 20.71	AV Materials	SP PURENOISERECORD	
123	Szymanek	6470-3275	\$ 33.60	AV Materials	SP SPHERO/LITTLEBITS	
124	Szymanek	6470-3295	\$ 45.00	Periodicals	CLDTKN FIBER ART NOW	
125	Szymanek	6470-3275	\$ 60.00	AV Materials	SLING.COM	
126	Szymanek	6470-3295	\$ 29.97	Periodicals	PIONEER WOMAN MAGAZI	
			\$ 20,404.92			

June 18, 2024

**Arlington Heights Memorial Library
MasterCard Summary
5/31/2024**

#	Count	Cardholder	Account	Amount	Description	Vendor	PO #
	35						
1		Sara	6004-3202	\$ 100.00	SRP Prize Drawing	SNACK* MOCHINUT QUIC	28807
2		Sara	6004-3202	\$ 100.00	SRP Prize Drawing	CC* CRUMBL ARLINGTON	28809
3		Sara	6004-3202	\$ 100.00	SRP Prize Drawing	KILWINS	28811
4		Sara	6004-3202	\$ 20.00	SRP Prize Drawing	PURE JUICE CAFE	28813
5		Sara	6004-3202	\$ 20.00	SRP Prize Drawing	PURE JUICE CAFE	28813
6		Sara	6004-3202	\$ 20.00	SRP Prize Drawing	PURE JUICE CAFE	28813
7		Sara	6004-3202	\$ 20.00	SRP Prize Drawing	PURE JUICE CAFE	28813
8		Sara	6004-3202	\$ 5.00	SRP Prize Drawing	PURE JUICE CAFE	28813
9		Sara	6004-3202	\$ 5.00	SRP Prize Drawing	PURE JUICE CAFE	28813
10		Sara	6004-3202	\$ 5.00	SRP Prize Drawing	PURE JUICE CAFE	28813
11		Sara	6004-3202	\$ 5.00	SRP Prize Drawing	PURE JUICE CAFE	28813
12		Sara	6004-3202	\$ 100.00	SRP Prize Drawing	SQ *AROUND CAFE AND	28815
13		Sara	6401-3202	\$ 1,014.40	Play to Win Prizes	BAKER ROSS	28946
14		Sara	6401-3202	\$ 20.28	Play to Win Prizes	FOREIGN TRANSACTION	28946
15		Sara	6401-3202	\$ 629.39	Play to Win Prizes	BAKER ROSS	28946
16		Sara	6401-3202	\$ 12.58	Play to Win Prizes	FOREIGN TRANSACTION	28946
17		Sara	6401-3202	\$ (1,014.40)	Play to Win Prizes	BAKER ROSS	28946
18		Sara	6401-3202	\$ (20.28)	Play to Win Prizes	FOREIGN TRANSACTION	28946
19		Sara	6410-3201	\$ 30.00	SRP Gift Card	BIG ANGE'S EATERY	28952
20		Sara	6410-3201	\$ 30.00	SRP Gift Card	TST* GARIBALDIS - AR	28952
21		Sara	6410-3201	\$ 30.00	SRP Gift Card	TST* SCRATCHBOARD KI	28952
22		Sara	6410-3201	\$ 30.00	SRP Gift Card	TST* BERRY YO FROZEN	28952
23		Sara	6410-3201	\$ 30.00	SRP Gift Card	KILWINS	28952
24		Sara	6410-3201	\$ 30.00	SRP Gift Card	COCO & BLU	28952
25		Sara	6410-3201	\$ 30.90	SRP Gift Card	TST* PEGGY KINNANES	28952
26		Sara	6410-3201	\$ 30.00	SRP Gift Card	Cortland's Garage -	28952
27		Sara	6410-3201	\$ 30.83	SRP Gift Card	TST* PASSERO	28952
28		Sara	6410-3201	\$ 30.00	SRP Gift Card	TST* FRANCESCA'S RES	28952
29		Sara	6410-3201	\$ 30.00	SRP Gift Card	TST* PORKY'S BBQ	28952
30		Sara	6410-3201	\$ 30.84	SRP Gift Card	SALSA 17	28952
31		Sara	6410-3201	\$ (1.20)	SRP Gift Card	RBT TST* FRANCESCA'S	28952
32		Sara	6020-2111	\$ 18.46	Swisco Return	FEDEX OFFIC362000362	29038
33		Sara	6001-2203	\$ 100.00	Play Make Learn Reg-A Galarza	UW MADISON SOE PLACE	29107
34		Szymanek	6470-3275	\$ 22.99	AV Materials	Netflix.com	
35		Szymanek	6470-3275	\$ 22.99	AV Materials	NETFLIX.COM	
				\$ 1,667.78			

June 18, 2024

**Arlington Heights Memorial Library
Special Funds Summary
5/31/2024**

#	Check #	Count	Account	56	Amount	Description	Staff
	Check #1649 – AHML		100-80		\$ 723.51	Increase Cash In Safe	S.Beckman
	Check #1650 – AHML – Petty Cash						
1		5/13/2024	6003-2255		\$ 7.24	Staff Day Mileage-Tolan	W.Tolan
2			6003-2255		\$ 7.24	Staff Day Mileage-Brennan	N.Brennan
3			6003-2255		\$ 7.24	Staff Day Mileage-Radlicz	D.Radlicz
4			6003-2255		\$ 7.24	Staff Day Mileage-Rossberg	C.Rossberg
5			6003-2255		\$ 7.24	Staff Day Mileage-Duffey	A.Duffey
6			6420-2203		\$ 32.96	Mileage-Karim	T.Karim
7			6401-2203		\$ 10.12	Mileage-Segalla	A.Segalla
8			6401-3202		\$ 24.37	Lollipops for Summer Reading	A.Segalla
9			6401-3202		\$ 37.98	Snacks for TAB/MVP meeting	A.Segalla
10		5/20/2024	6003-2255		\$ 7.24	Staff Day Mileage-Plischke	S.Plischke
11			6401-3201		\$ 14.67	Dry Erase Markers for Hub	A.Galarza
12			6001-2203		\$ 49.03	C2E2-Brennan	N.Brennan
13			6401-2203		\$ 5.63	Mileage-Mijalski	D.Mijalski
14			6401-3201		\$ 5.00	Craft sticks for passive craft	D.Mijalski
15			6001-2203		\$ 29.34	Mileage-Sears	L.Sears
16			6001-2203		\$ 30.01	Mileage-Nohra	B.Nohra
17			6001-2203		\$ 33.09	Mileage-Plakhotnyuk	L.Plakhotnyuk
18			6001-2203		\$ 30.01	Mileage-Radlicz	D.Radlicz
19			6001-2203		\$ 33.09	Mileage-Deckard	V.Deckard
20			6001-2203		\$ 29.61	Mileage-Starenda	V.Starenda
21			6001-2203		\$ 30.01	Mileage-Dukhovna	L.Dukhovna
22			6001-2203		\$ 33.09	Mileage-Morgan	B.Morgan
23		5/27/2024	6003-2255		\$ 7.24	Staff Day Mileage-Hale	L.Hale
24			6003-2255		\$ 7.24	Staff Day Mileage-Nixon	G.Nixon
25			6001-2203		\$ 33.47	Executive Director Meeting	J.Moravec
26			6440-3202		\$ 49.90	D214 Bake Off	J.Czajka
27			6480-2203		\$ 38.88	Meeting Refreshments	C.Krueger
28			6003-2255		\$ 7.24	Staff Day Mileage-Krueger	C.Krueger
29			6480-3185		\$ 4.49	Pipe for weight in laser rotary tool	C.Krueger
30			6410-2203		\$ 28.68	Mileage-Duncan	J.Duncan
31			6003-2255		\$ 7.24	Staff Day Mileage-Olichwier	D.Olichwier
32			6003-2255		\$ 7.24	Staff Day Mileage-Martin	Z.Martin
33			6001-2203		\$ 33.09	Mileage-McRae	L.McRae
34			6003-2255		\$ 7.24	Staff Day Mileage-Richardson	E.Richardson
35			6470-3005		\$ 36.47	Snacks for Mental Health Month	L.Bobis
36			6004-3185		\$ 28.91	FOL Butterfly Garden #2 2/6/24	L.Sears
37			6410-3201		\$ 44.92	Refreshments-Genealogy Group	E. Kristan
38			6401-2203		\$ 19.44	Supplies-Mental Health Acctivity	T.Dantis
39			6420-3201		\$ 33.97	Food for HOLA meeting	C.Shin
40		6/3/2024	6450-3005		\$ 14.62	Donuts for Team Meeting	G.Berger
41			6401-2203		\$ 7.37	Mileage-Eyman	S.Eyman
42			6401-3202		\$ 8.34	Program Supplies	S.Eyman
43			6401-2203		\$ 17.43	Mileage-Segalla	A.Segalla
44			6008-2203		\$ 7.37	Mileage- Beckman	S. Beckman
45			6401-3202		\$ 15.00	Program Supplies 5/4	A.Parker
46			6401-3201		\$ 5.60	Play Time 6/3	A.Parker
47			6001-2203		\$ 15.00	Mileage-Parker	A.Parker
48			6001-2203		\$ 16.88	Mileage-Parker	A.Parker
49			6401-2203		\$ 28.00	Mileage-Parker	A.Parker
50			6003-2255		\$ 7.24	Mileage-Volz	A.Volz
51			6001-2203		\$ 34.82	Mileage-Volz	A.Volz
52			6003-2255		\$ 7.24	Mileage-Nugent	C.Nugent
53			6401-3202		\$ 33.00	Program Supplies	J.Guevara
54			6410-2203		\$ 42.77	Mileage-Slavick	S.Slavick
55			6480-2203		\$ 11.52	Mileage-Baseggio	B.Baseggio
56			6480-2203		\$ 9.51	Mileage-Baseggio	B.Baseggio
					\$ 1,148.82		

Director's Report

June 2024

Arlington Heights Memorial Library

Spotlight

Thousands Visit District 25 Student Art Show at the Library



In May, the library presented the 30th Annual Student Art Show in partnership with District 25 schools. Emily, Programs & Exhibits Specialist, coordinated with District 25 art teachers and library staff to stage the annual exhibit which highlights student creativity and brightened up the library's main floor from May 1-23.

This year's show featured 2D and 3D art selected and curated by the art teachers at each of the District schools. Two evening receptions were held on May 8 and May 15, each attracting more than 500 attendees! Stephanie, the library's Graphic Designer, captured photographs of students and their teachers at each reception.

It is estimated that more than 8,500 community members enjoyed the art show during its stay.



GOAL

Strengthen the library's service outside its walls

AHML Engages Community in Places Where Customers Are



- Summer Reading Outreach: Youth Services staff promoted the Summer Reading program to 2,176 people at outreach visits throughout the month of May.
- Knights of Columbus: Catalina, Community Engagement Liaison, presented about library services at the headquarters of the Knights of Columbus, Arlington Heights Chapter. Catalina answered questions related to library services and about the Makerplace. The 16 attendees were amazed to learn how much their local library offers, and how much things have changed since our last visit to their headquarters in 2018.
- Swing into Spring: Staff members from the bookmobile team and Community & Circulation Services department engaged with over 300 attendees at the Swing into Spring event at North School Park. They registered attendees for library cards, promoted upcoming programs and more.



- Farmers Market: During the month of May, staff members from the bookmobile team, Community & Circulation Services, Info Services and Programs & Exhibits interacted with more than 600 community members at the Farmers Market. Some of the activities included a business and careers pop-up table, raising awareness of the library's annual Garden Swaps and promoting the Summer Reading program.



- Arlington Heights Chamber of Commerce: Diane, Info Services Advisor, conducted an outreach presentation during the Arlington Heights Chamber of Commerce's Maximize Your Membership meeting. Diane regularly attends these meetings and presents about business services and resources available through the library—programs, networking, mentoring, online resources, Makerplace offerings and more. Diane is designated as a "community connector" for the Chamber.

AHML Continues to Build Upon Partnerships

- Ninety-seven people attended the second Introduction to Pickleball program at the Arlington Ridge Center (ARC) in partnership with the Arlington Heights Park District (AHPD). Jay, Programs & Exhibits Assistant, collaborated with AHPD to modify last year's popular program slightly, reducing the crowd size to give attendees more time on the court. Attendees learned the basics of the sport and groups of 24 at a time were given the chance to learn hands-on with roaming instructors.



- As a result from an outreach connection made at Riley's CAP program, Amy, Youth Outreach Specialist, hosted a special education life skills class for students and their adult aides. Since the students had severe disabilities, Amy thoughtfully tailored the activities for their 90-minute visit and highlighted the Accessibility Support Collection.



Community Bike Ride

Bring the family

- As part of a series of programs presented in partnership with the Arlington Heights Bike Club, Nikki from Programs & Exhibits hosted a certified league cycling instructor to talk about summer cycling safety. Twenty-three attendees of all ages learned the proper gear to wear and bring on a bike ride, where to properly ride on the street, and some of the signs to use when signaling to drivers.

Senior Center Agencies Host National Senior Health & Fitness Day

Nearly 200 seniors attended May's National Senior Health & Fitness Day co-hosted by the library and other Senior Center agencies. Attendees took advantage of many free health screenings and giveaways, fitness demos and the keynote presentation, Living Long and Large. A top attraction at the event was our Assistive Devices Demo where Senior & Accessible Services staff demonstrated items from the library's Library of Things collection and helped people connect with accessibility resources.



The first five months of 2024 have seen a significant increase in visits to the library's Senior Center Reading Room at 25%, as well as a 10% boost in checkouts year-to-date. Senior Center program attendance reflects a 4% increase to date.



Staff Highlights from Outside the Library Walls

- Lynnanne, Info Services Librarian, moderated a panel of five authors specializing in thrillers for the Spring Library Journal Day of Dialogue. Lynnanne prepared by reading the author's books, then developed questions for the authors to read over and prepare for before the panel.
- Thanks to the positive rating of their "Not Every Program Needs a Flyer" presentation from last year's Library Marketing & Communications Conference, Director of Communications & Marketing Sasha Vasilic and his colleague Michaela Leemon from the Nappanee Public Library were invited back to present it again at the Library Marketing & Communications Conference's first-ever online summit in May.



Grow the use of our services and resources

MVP & TAB Groups Craft Cards for Olympians

The library's Middle School Volunteer Panel (MVP) and Teen Advisory Board (TAB) crafted encouragement cards for the 2024 Olympians who will be representing our country this summer in Paris. Connecting with the US Olympic Training Center in Colorado, staff were able to mail the cards and have them distributed to the athletes.



Digitizing Old VHS Tapes Brings Customer to Tears

During a one-on-one digitization session with Digital Services Advisor Mini, a customer ended up in tears while watching her dad and nephew on an old VHS tape. The customer shared that she was not an emotional person and how valuable this video was for her. She was so thankful to be able to digitize her old VHS tape at the library.

Arlington Heights Community Utilizes Library Services

- Last month the Communications & Marketing department wrote an article for the library's website about the Museum Adventure Pass and Explore More Illinois programs. The programs provide Arlington Heights Memorial Library cardholders with discounted or free museum and attraction passes. In May, 57 Museum Adventure Pass and 11 Explore More Illinois passes were checked out to various cultural destinations such as Brookfield Zoo, Chicago Botanic Garden, Illinois Railway Museum, Volo Museum and more.
- For the month of May, the ESL & Literacy Services team delivered 50 programs with 429 people in attendance. Our community partner, District 214, facilitated another three programs with 33 students attending.
- Info Services Advisors curated 50 Lit Crate subscriptions for customers which included a hand selected book, a treat and a customized bookmark.





Enhance the library's role in the everyday lives of the Arlington Heights community

AHML Recognizes Mental Health Awareness Month

A cross-departmental team led by Programs & Exhibits Manager Jennifer Czajka collaborated to offer a variety of access points for the community to connect, learn, reflect and find mental health resources throughout the month.

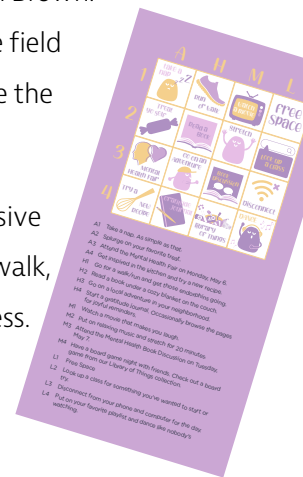


Kicking off May was a Community Mental Health Fair, created in collaboration with the office of State Representative Mary Beth Canty and the Kenneth Young Center. Jennifer and Catalina, Community Engagement Liaison, welcomed 25 organizations to Hendrickson Room for the first-time fair and were pleased to welcome 60 community members looking for connection and services. The diverse audience spanned adult age groups and saw a significant number of men in attendance (atypical of library programs). The event ended with a panel conversation, moderated expertly by Village of Arlington Heights Social Worker Darren Brown.

Five panelists, including Village of Arlington Heights Trustee Nicole Grasse, shared their work in the field and answered audience questions, submitted anonymously on index cards. It was wonderful to be the community hub for such important connection and conversation.

Sherri, Info Services Advisor, worked with Nikki, Programs & Exhibits Coordinator, in creating a passive mental wellness bingo game. The game offered a variety of healthy activities, such as going for a walk, dancing like no one is watching, and reading a book under a cozy blanket, to boost overall happiness. Over 100 adults participated, were entered into a raffle, and three lucky participants won mental wellness baskets.

Eddie, Info Services Librarian, created a robust suite of resources which highlight crisis resources, local partners, and includes an index of A to Z resources. These live on a custom webpage curated by the Mental Health Awareness Team with IT and Communications & Marketing at ahml.info/mental_health_awareness.





New Brain Health Program for Seniors

Senior & Accessible Services staff piloted a new senior program, Improv for Brain Health, with Dr. Kristin Krueger, a board-certified clinical neuropsychologist and a research scientist at Rush University Medical Center who studies lifestyle factors and cognitive function in older adults. Staff received the highest ratings from attendees and had many written, verbal and online program responses similar to the following: ***"The program wasn't just about sitting back and listening to the lecture. You used your body and experienced how the methods work for your brain. That was really interesting."***



Library Continues to Engage Emerging Adults

Emily from Programs & Exhibits welcomed 25 mostly millennial pop culture aficionados for the Totally 2000s Trivia held offsite at the American Legion Post 208. Quiz master Rory Parilac, aka Ms. Quiz, returned to host a nostalgic and fun night of guess who's, finish that quote, and general trivia questions all about life between 2000 and 2009. The top three teams were awarded 2000s pop culture-themed T-shirts and accessories.

Makerplace & Youth Services Launch Pilot Program for Graduating High School Seniors



Chris, Makerplace Assistant Manager, and the Youth Services department launched a pilot program for graduating high school seniors. Since high school graduates age out of the Hub, the goal of the pilot program is to steer them towards a new way to use library services at the Makerplace. Certificates for designing a free trucker hat were distributed by Hub staff at Rolling Meadows High School, Prospect High School and John Hersey High School.



AHML Celebrates Asian American & Pacific Islander Heritage Month

As with each of the library's designated 2024 heritage months, staff collaborated across departments to create a suite of ways to celebrate Asian American and Pacific Islander (AAPI) culture, promote cultural understanding and engage the community inclusively. Neal, Programs & Exhibits Specialist, led this year's planning with a wonderful crew of staff who rolled out a dynamic collection of programs, book discussions, booklists and displays, with something for every age.

Kicking off the celebration was 80 Minutes Around the World Presents: Asian and Pacific Islander Stories—an evening of storytelling curated by Moth-winning Nestor “the Boss” Gomez. The fantastic lineup featured Jitesh Jaggi, Anne Shimojima, Elizabeth Gomez, Jackie Linn and Rahul Sharma. Each teller brought a unique perspective that celebrated the diverse experiences of the AAPI community and fostered unity, understanding and appreciation. Sixty-nine people attended, staying afterward to chat, connect and share wonderful feedback with the performers and library staff.

Another highlight of this year's celebration was two pop-up craft activities held on the library's main floor, designed to engage all ages in AAPI awareness and cultural activities. A total of 75 children and adults participated. The most popular crafts were mandala scratch cards and Diwali lanterns.

In celebration of Asian American and Pacific Islander Heritage Month, the ESL & Literacy

Services team arranged for a home chef who lives in Arlington Heights, May Wakikata, to share her kitchen skills with their learners. Wakikata's Onigiri, Two Ways program was attended by 12 individuals who really enjoyed the experience of learning how to make these tasty Japanese rice balls.

Students from Hersey High School's Asian Student Association displayed student artwork in the Hub to celebrate AAPI Month. Students curated and installed the display at the entrance to the Hub.





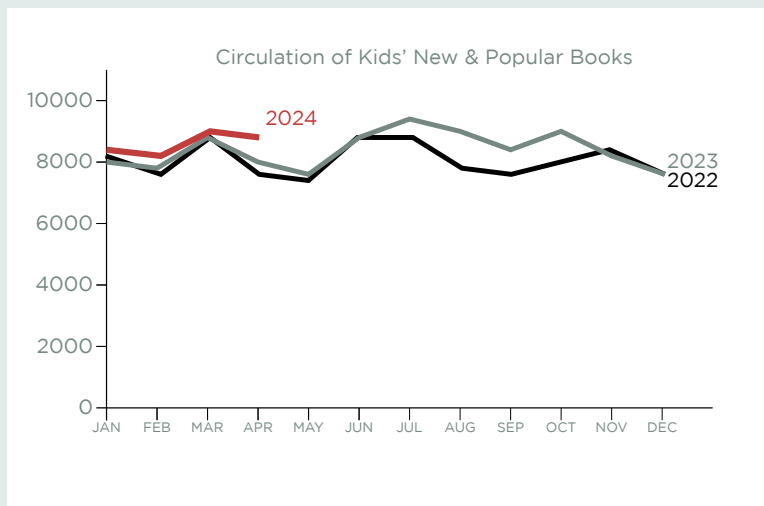
Makerplace Fosters Community Connections & Inspires Creativity Through Experiences



Chef Grace's homemade gnocchi class was one of the most registered culinary classes of the year to date! Neal and Emily from Programs & Exhibits worked with Chef Grace to let in as many people as possible with a record 38 attending in one day (18 in the first and 20 in the second session). Attendees could not wait to try this affordable and delicious recipe again at home.

Chef Andrea Pracht launched a new, in-demand class in May: cream puffs! Cream puffs seemed intimidating to most of the 35 attendees at first, but Chef Andrea provided continuous encouragement. After learning to make the dough and the filling, each table smothered their handmade puffs with premade cream so they could enjoy a taste right away!

Increase in Checkouts of Kids' New & Popular Collection



The book checkouts in the Kids' New & Popular area have gone up in 2024, compared to 2022 and 2023! The average monthly checkouts for this collection went up from 8,375 a month to 8,567 a month, an increase of almost 200 checkouts. On average, 68% of this popular collection is checked out at any given time.

What Customers Are Saying

"I had to add a logo to a few T-shirts for my nephew and his parents which I was unable to get done by any T-shirt businesses due to minimum order quantities. I was provided the best assistance/instructions by Esther at the Makerplace and her patience was neverending. I could not have asked for better help even if I was paying a fortune for it."

-Makerplace Customer

Digital Services Advisor Russ shared:

"A customer left a note in the Library of Things Cassette Player Converter to let us know how happy they were that, thanks to that item, they can now listen to the contents of an old cassette tape they had on their iPhone, and how pleasantly surprised they were that an item like that was available."

"I am taking every available tech class and I continue to learn something new each time. I can't thank the tech department enough. Hopefully, I can apply what I am learning in a new area of employment."

-Intermediate Word Class Attendee

"This was a wonderful program. It gave the residents of Arlington Heights insight into different cultures and people. The highlight was hearing the surprise band performance. They were outstanding, and it was a great way to end a very enjoyable and informative evening."

-80 Minutes Around the World Attendee

"It was well presented and hands-on, so I left feeling like I could do this myself at home."

-Cream Puffs Culinary Class Attendee

"Hands down, AHML is the best part of Arlington Heights."

-Mental Health Fair Attendee

"I always enjoy the camaraderie among the writers, the positive feedback, and the expert inputs from both Jacob Knabb and Neal Parker."

-Writers Ink Attendee

Arlington Heights Memorial Library

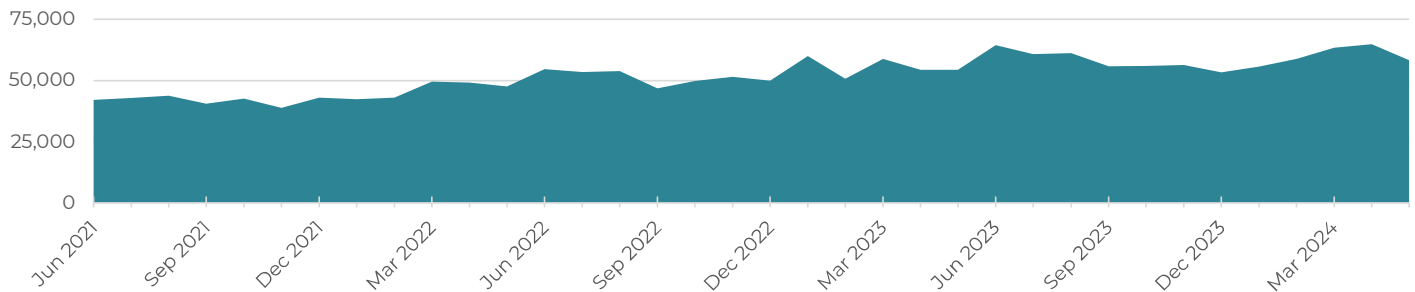
May 2024 Dashboard

Library Visits

78.7% of library customers in May visited the Main Library. Year to date, library visits are up 10.3%.

	May		2024 YTD	2023 YTD	Change
Main Library	44,901	78.7%	243,586	227,969	6.9%
Drive-Up	4,948	8.7%	25,600	25,567	0.1%
Outreach	2,578	4.5%	9,439	N/A	-
Makerplace	1,446	2.5%	7,731	5,299	45.9%
Bookmobile	3,165	5.5%	8,232	8,236	0.0%
Senior Center	1,321	2.3%	6,400	5,140	24.5%
Total	57,038	100%	294,588	267,071	10.3%

Total Visits



Room Use	May	2024 YTD	2023 YTD	Change	Trend
Hendrickson Room	15	53	61	-13.1%	<p>June 2023-May 2024</p>
Conference Rooms	1,361	6,572	6,050	8.6%	
Total	1,376	6,625	6,111	8.4%	

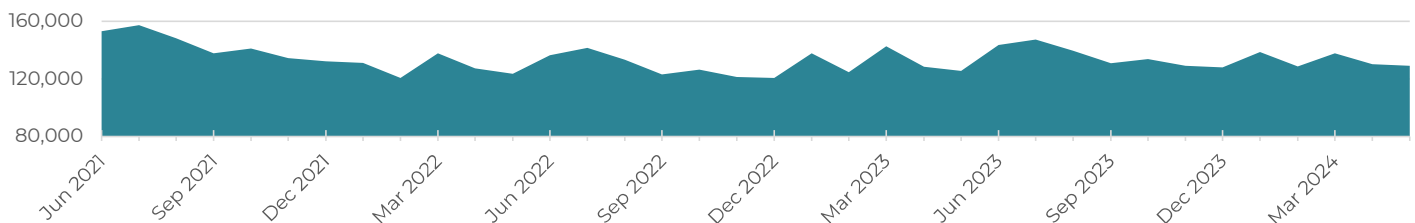
Library Cards ¹	May	2024 YTD	2023 YTD	Change	Trend
Resident	312	1,685	1,770	-4.8%	<p>June 2023-May 2024</p>
Reciprocal	104	554	635	-12.8%	
Purchased	0	3	3	0.0%	
Total	416	2,242	2,408	-6.9%	

Circulation

17.6% of checkouts in May were Downloadable items. Year to date, total checkouts are up 0.8%.

	May		2024 YTD	2023 YTD	Change
Print	73,700	57.1%	375,686	377,321	-0.4%
Audiovisual	23,703	18.4%	124,737	126,991	-1.8%
Downloadable	22,649	17.6%	115,018	108,269	6.2%
Other	8,676	6.7%	46,454	44,199	5.1%
ILL	320	0.2%	1,924	1,761	9.3%
Total	129,048	100%	663,819	658,541	0.80%

Total Checkouts



¹ New cards only. Does not include renewals.

Arlington Heights Memorial Library

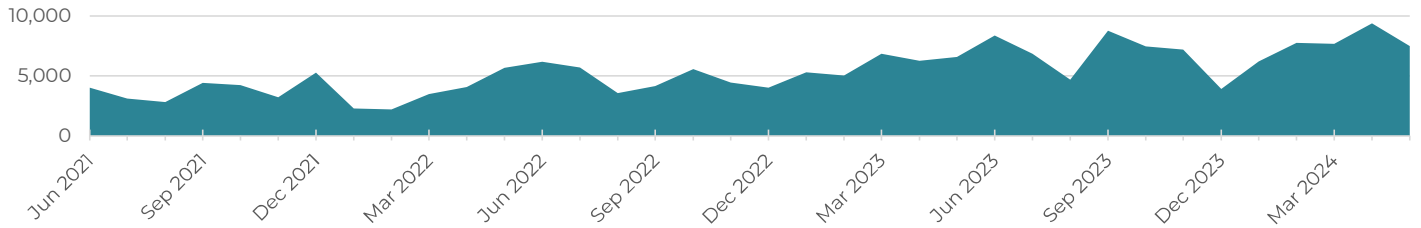
May 2024 Dashboard

Programs

4,365 customers attended Adult programs in May, which represents 58.3% of all program attendees. Year to date, program attendance is up 28.3% across all audiences and program sessions are up 12.7%.

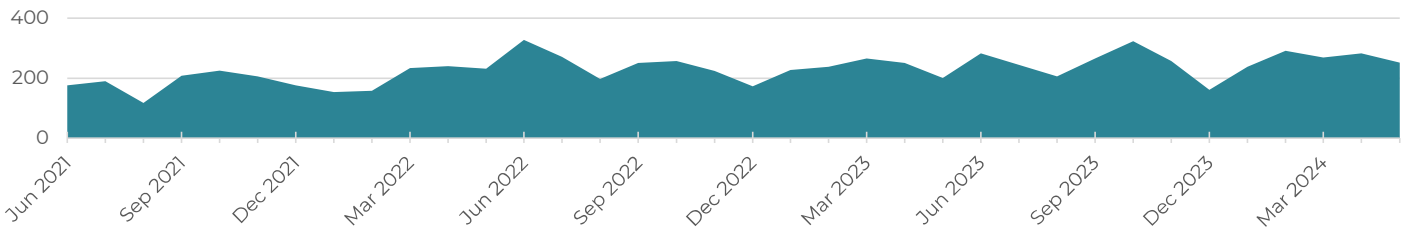
Attendance	May		2024 YTD	2023 YTD	Change
Adult	4,365	58.3%	17,347	13,031	33.1%
Children	2,269	30.3%	19,010	14,931	27.3%
Teen	856	11.4%	2,159	2,052	5.2%
	7,490	100%	38,516	30,014	28.3%

Attendance



Sessions	May		2024 YTD	2023 YTD	Change
Adult	194	77.0%	902	769	17.3%
Children	35	13.9%	360	349	3.2%
Teen	23	9.1%	72	66	9.1%
	252	100%	1,334	1,184	12.7%

Sessions



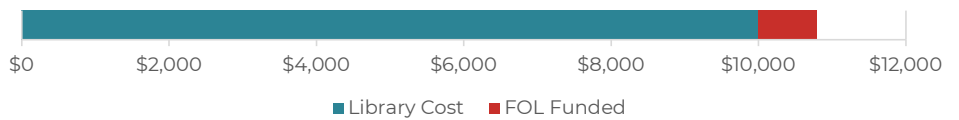
Total Program Cost

\$10,795.26

FOL Funded

\$800.00

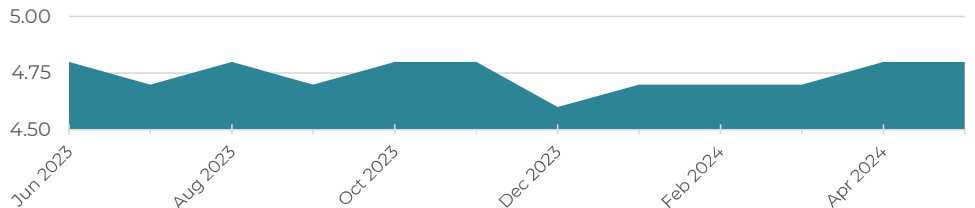
7.4%



Program Satisfaction

4.8 / 5

out of 64 programs



Supplementary Programs and Activities²

	May	Trend	2024 YTD	2023 YTD	Change
Attendance	10,153		15,429	22,087	-30.1%
Sessions	21		95	114	-16.7%

June 2023-May 2024

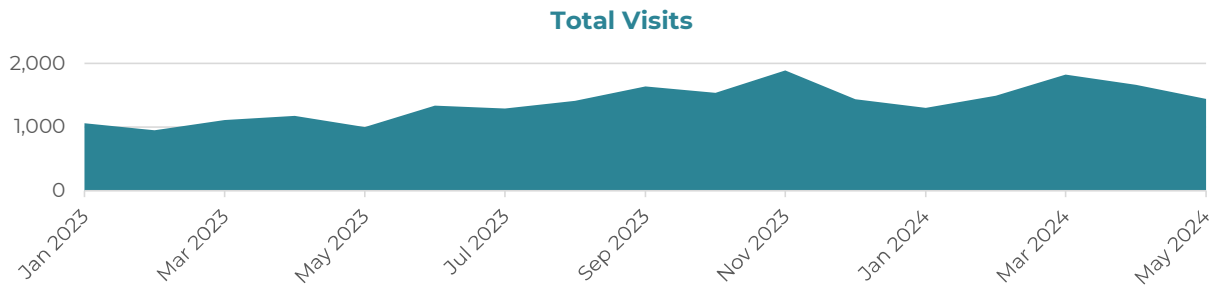
²Supplementary programs and activities are planned events where customers participate on their own, instead of at a designated time with a group. Registration is not required.

Arlington Heights Memorial Library Makerplace

May 2024 Dashboard

	May	% New Users	2024 YTD	2023 YTD	Change
Makerplace Visits	1,446	4.9%	7,731	5,299	45.9%

	May		2024 YTD	2023 YTD	Change
New Users³					
Makerplace	47	66.2%	290	270	7.4%
Kitchen	22	31.0%	100	92	8.7%
Makerplace & Kitchen	2	2.8%	66	67	-1.5%
Total	71	100%	456	429	6.3%



	May		2024 YTD	2023 YTD	Change
Equipment Usage⁴					
Fabrication	214	54.9%	922	675	36.6%
Small Tools	75	19.2%	295	225	31.1%
Sewing	72	18.5%	310	210	47.6%
Technology	27	6.9%	171	136	25.7%
Art	2	0.5%	15	18	-16.7%
Total	390	100%	1,713	1,264	35.5%

	May		2024 YTD	2023 YTD	Change
Program Attendance⁵					
Culinary	159	46.1%	689	505	36.4%
Maker	175	50.7%	722	388	86.1%
Tour	9	2.6%	65	91	-28.6%
Other	2	0.6%	306	33	827.3%
Total	345	100%	1,782	1,017	75.2%

	May		2024 YTD	2023 YTD	Change
3D Print Jobs	125		827	667	24%

	May		2024 YTD	2023 YTD	Change
eLearning⁶	186		982	1,442	-32%

³ Measured by number of waivers signed for maker/fabrication, kitchen, or both

⁴ **Fabrication**: all fabrication room equipment except 3D printers; **Small Tools**: soldering irons, hand tools; **Technology**: design computers

⁵ **Culinary**: kitchen programming; **Maker**: hands on making programs (3D printing, laser cutting, sewing); **Tour**: attendance of facility tours prescheduled or drop-in

⁶ Niche Academy views of Makerplace resources

ESL & LITERACY

June 2024 update

The sign over the door to our office reads “English as a Second Language & Literacy,” and while the sign alerts customers in the library to the nature of the work we do, it doesn’t fully capture the soul of what we do. Simply put, we create opportunities. Our ESL & Literacy desk staff create opportunities to provide customers with resources and to deliver amazing customer service. Our group programs, facilitated by ESL staff and volunteers, create opportunities for our adult learners to not only develop their language skills, but also to build community and have a place to belong. Our one-on-one tutoring sessions create opportunities for students to receive individualized support from kind, caring tutors who help them prepare to become citizens, master their academic entry tests, and be more capable and confident engaging in an English-speaking environment.

The opportunities we create, and the ways in which our library and our office support the community all have a profound impact on the lives of our customers. This process of helping others allows us to serve as a necessary resource for English language learners and those with emerging literacy skills, as well as our library staff, local teachers and businesses, and our village as a whole.

The Team

“It makes me proud to be a resident of Arlington Heights.”
— a new ESL & Literacy volunteer tutor, after seeing everything our office and our library does to serve our community

- Five staff members
- Decades of experience teaching, tutoring, and facilitating group programs
- Experience living and working overseas
- We are all language learners; between us, we speak: Arabic, French, English, Japanese, Spanish, and one ESL team member is studying Ukrainian.
- A fleet of over 100 volunteers
- Over 5,000 hours served in the last year
- Many volunteers have teaching experience, and opportunities exist for everyone to learn more
- Most volunteers are native English speakers, and others are learning English now — English proficiency level is not a barrier to serve our community!

SERVING OUR COMMUNITY

***Average monthly number
group programs July 2022-
June 2023: 46***

***Average monthly number
group programs July 2023-
June 2024: 51***

***“I’ve been sitting here for
two weeks now and everyone
who comes out of your office
is smiling. You must be doing
something right.”***

***— a customer who works a
table outside our office but who
had not interacted with us until
that day***

***Average monthly satisfaction
rate: 4.9/5***

***“These classes are so good, I
would pay extra for them.”***

— a satisfied ESL student

Arlington Heights Memorial Library’s ESL & Literacy Office works together with our community partners (District 214 Community Education, HIAS Immigration & Citizenship, Literacy Works, Upwardly Global, and Viator House of Hospitality) to support the needs of adult English language learners in our community. These partnerships allow us to target the needs and meet (or exceed!) them: one-on-one tutoring, additional group conversation practice opportunities, and resources and programs targeting job preparation, back-to-school parental support, and other topics that our learners have requested. We also have the resources and autonomy to engage with our audience in new ways, like creative programs at the Makerplace as well as public health and safety programs to better prepare our learners to thrive in our community.

We serve our village by actively building community with our students. We see many of them multiple times a month or even week, and we use our office and our programs as a way to help them get to know each other, our library, and our broader community. In addition to developing their English proficiency skills and increasing their literacy levels, we are helping them to build relationships and better understand local culture. We make a concerted effort to make all of our customers feel welcome, and like they belong here, so it’s no surprise that word of mouth is our number one referral source! The support of our library and our community allows our customers to gain valuable skills that can quite literally change their lives, while also allowing them to feel at home here in Arlington Heights.

OUR STUDENTS

43 different language backgrounds; Russian, Ukrainian, Japanese, Spanish, & Korean are the top 5

goals range from being able to communicate with neighbors to being able to find a job or complete college degrees

ESL & LITERACY + THE STRATEGIC PLAN

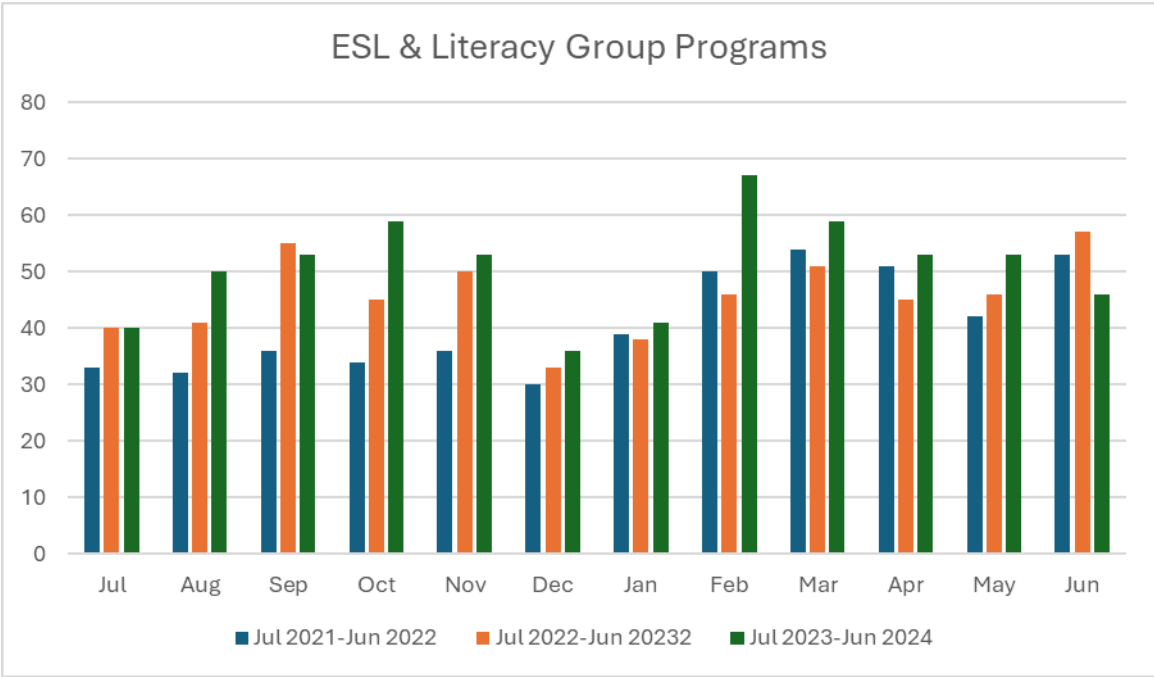
Strategic Plan 2023-2026 Goal One: Strengthen the library’s service outside its walls

Summer 2023 found our team at both the Farmers’ Market and Heritage Fest, and we plan to make this a yearly tradition. Additionally, our team was invited to multiple Multicultural Fairs at local elementary schools, and we welcome this chance to engage with parents and teachers in the future. Our next update will feature some fun opportunities to practice English outside the library through partnerships with local businesses.

Strategic Plan 2023-2026 Goal Two: Grow the use of our services and resources

In February 2024, our office hosted a very successful Open House at the Makerplace. Their staff, other staff from Digital Services, and the ESL team staff and volunteers showcased the space and its opportunities, allowing 40 ESL students to visit the Makerplace and learn about ways in which they can engage in creative pursuits while growing their language skills. Since then, our office has facilitated two Culinary programs and two programs in the Creative Arts space—all to the tune of positive feedback and a desire for more! One of our goals this year is to host a monthly program over at the Makerplace to continue to encourage our customer base to learn in new ways.

Beyond Makerplace programs, our office has been adding to our regular group program offerings to meet customer requests and the growing need for English language learning opportunities, as seen below.



Additionally, our team is working to market existing resources and source new learning tools to help our community with the language and literacy needs. Purchase suggestions are always welcome!

ESL & LITERACY + THE STRATEGIC PLAN

Strategic Plan 2023-2026 Goal Three: Enhance the library's role in the everyday lives of the Arlington Heights community

Our team of staff and volunteers recognize that we are in the unique role of being ambassadors of both our library, and for our students and other newcomers, of broader American culture. It is an honor to be able to serve our community and to share our joy and enthusiasm for the amazing services and resources our library provides, and to help our customers discover these resources.

The collective approach that our team takes in enhancing the lives of our community members starts with building relationships, and in helping our customers understand not only what they have access to, but how the library can help them make use of these resources in ways that work best for their lives. Each year, we host a few group programs that allow our customers to come together with staff and volunteers to learn more about one another and our community, like the Mid-Winter Celebration, pictured below. These programs allow us to develop deeper connections to our customers while introducing new physical or digital resources, and giving us time to chat about their needs and how we can exceed them.

AN INVITATION

You are members of the Arlington Heights Community, and if you are ever interested in joining us for one of our group programs, we would LOVE to have you join us!

Please reach out to us at esl@ahml.info or sign up via the Program Calendar.



To: Board of Library Trustees

From: Michael Driskell and Traci Sara

Date: June 18, 2024

Re: Review and Acceptance of Annual Financial Report

As discussed at the May Committee of the Whole meeting, each year the board reviews the annual financial report, which is prepared by the library's auditors. Attached are:

- Auditor's Statement on Auditing Standards [SAS] 114 letter
- Auditor's letter to management
- Annual financial report including the MD&A

The opinion of the auditor is that the library's financial statements present fairly, in all material respects, the financial position of the library.

Suggested motion: **The Board of Library Trustees accepts the annual financial report for the year ended December 31, 2023.**



ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS

AUDITOR'S COMMUNICATION TO THE
MEMBERS OF THE BOARD OF TRUSTEES

For the Year Ended December 31, 2023

A decorative background image featuring a complex, geometric pattern of overlapping, semi-transparent shapes in shades of gray and white, creating a sense of depth and movement. The pattern consists of various polygons and lines that intersect to form a grid-like structure with a 3D effect.

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ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
AUDITOR'S COMMUNICATION TO THE BOARD OF TRUSTEES
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1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

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June 17, 2024

The Honorable President
Members of the Board of Trustees
Arlington Heights Memorial Library
500 N. Dunton St.
Arlington Heights, Illinois 60004

Ladies and Gentlemen:

As part of our audit process we are required to have certain communications with those charged with governance at the beginning of our audit process and at the conclusion of the audit. Those communications include information related to the planned scope and timing of our audit, as well as other information required by auditing standards. Our communication at the beginning of our audit process along with our questionnaire regarding consideration of fraud in a financial statement audit was sent to you in January 2024.

In addition, auditing standards require the communication of internal control related matters to those charged with governance. Our management letter, as well as a listing of future pronouncements that may affect the Library, are enclosed within this document.

This information is intended solely for the use of the President, Library Board of Trustees and management of the Arlington Heights Memorial Library and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Sikich CPA LLC

Sikich CPA LLC
By: Martha Trotter, CPA
Principal

1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

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June 17, 2024

The Honorable President
Members of the Library Board of Trustees
Arlington Heights Memorial Library
Arlington Heights, Illinois

Ladies and Gentlemen:

We have audited the financial statements of the governmental activities, the major fund and the aggregate remaining fund information of the Arlington Heights Memorial Library, Arlington Heights, Illinois (the Library) as of December 31, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated March 25, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Library are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2023, with the exception of GASB Statement No. 96, *Subscription Based Information Technology Arrangements*. We noted no transactions entered into by the Library during the year for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We noted no particularly sensitive estimates made by management during our audit of the financial statements except for the actuarial assumptions used to calculate the net pension liability and total OPEB liability for IMRF and the Other Postemployment Benefit Plan.

Management's estimate of the Library's net pension liability and total other postemployment benefit liability are based on various actuarially determined amounts, including estimated investment returns, dates of employee retirement, discount rates, healthcare trend rates, and mortality rates. We evaluated key factors and assumptions used to develop the management's estimates of the Library's net pension liabilities and total other postemployment benefit liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. We noted no particularly sensitive financial statement disclosures during our audit of the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole, with the exception of AJE#04.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 17, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Library's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Library's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Individual Fund Financial Schedules which accompany the basic financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the basic financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the President, Library Board of Trustees and the management of the Library, and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Sikich CPA LLC

Sikich CPA LLC
By: Martha Trotter, CPA
Principal

Arlington Heights Memorial Library

Year End: December 31, 2023

Adjusting Journal Entries

Date: 1/1/2023 To 12/31/2023

Account No: AJE#01 To AJE#05

Number	Date	Name	Account No	Debit	Credit
AJE#01	12/31/2023	Fund Bal Undesignated	291-0000-360050 GF-291		-1,250.85
AJE#01	12/31/2023	Other Income	291-0000-489900 GF-291	1,250.85	
		To correct opening fund balance (undo 717 GEN)			
AJE#02	12/31/2023	AR Other Manual	291-0000-120560 GF-291	49.50	
AJE#02	12/31/2023	Other Income	291-0000-489900 GF-291		-49.50
		To write-off immaterial credit balance			
AJE#03	12/31/2023	Cash Pooled Cash & Cash Equivl	491-0000-100010 CP-491	1,157.16	
AJE#03	12/31/2023	Curr Liab Accounts Payable	491-0000-200050 CP-491		-1,157.16
		To correct A/P item not recorded in A/P			
AJE#04	12/31/2023	Inventory Prepaid Expense	291-0000-140050 GF-291		-106,435.69
AJE#04	12/31/2023	Inventory Prepaid Expense	291-0000-140050 GF-291		-27,060.80
AJE#04	12/31/2023	Inventory Prepaid Expense	291-0000-140050 GF-291		-8,011.67
AJE#04	12/31/2023	Inventory Prepaid Expense	291-0000-140050 GF-291		-4,560.00
AJE#04	12/31/2023	Fund Bal Undesignated	291-0000-360050 GF-291	13,071.67	
AJE#04	12/31/2023	Fund Bal Undesignated	291-0000-360050 GF-291	1,295.00	
AJE#04	12/31/2023	Fund Bal Undesignated	291-0000-360050 GF-291	130,878.92	
AJE#04	12/31/2023	Lib Prop Svcs Equipment Mnt	291-6010-612102 GF-291		-26,530.20
AJE#04	12/31/2023	Lib Prop Svcs Equipment Mnt	291-6010-612102 GF-291		-104,348.72
AJE#04	12/31/2023	Lib Genl Supp Software Libr	291-6010-613032 GF-291		-5,060.00
AJE#04	12/31/2023	Lib Supplies Electronic Resour	291-6450-613278 GF-291		-2,280.00
AJE#04	12/31/2023	Lib Supplies Electronic Resour	291-6450-613278 GF-291		-13,304.51
AJE#04	12/31/2023	Lib Supplies Electronic Resour	291-6450-613278 GF-291		-1,295.00
AJE#04	12/31/2023	SBITA Capital Outlay	291-XXXX-XXXXX1 GF-291	414,444.03	
AJE#04	12/31/2023	SBITA Capital Outlay	291-XXXX-XXXXX1 GF-291	105,370.55	
AJE#04	12/31/2023	SBITA Capital Outlay	291-XXXX-XXXXX1 GF-291	6,840.00	
AJE#04	12/31/2023	SBITA Principal Payment	291-XXXX-XXXXX2 GF-291	98,024.23	
AJE#04	12/31/2023	SBITA Principal Payment	291-XXXX-XXXXX2 GF-291	24,922.22	
AJE#04	12/31/2023	SBITA Principal Payment	291-XXXX-XXXXX2 GF-291	6,840.00	
AJE#04	12/31/2023	SBITA Principal Payment	291-XXXX-XXXXX2 GF-291	13,225.82	
AJE#04	12/31/2023	SBITA Interest Payment	291-XXXX-XXXXX3 GF-291	8,411.46	
AJE#04	12/31/2023	SBITA Interest Payment	291-XXXX-XXXXX3 GF-291	2,138.58	
AJE#04	12/31/2023	SBITA Interest Payment	291-XXXX-XXXXX3 GF-291	78.69	
AJE#04	12/31/2023	SBITA Interest Payment	291-XXXX-XXXXX3 GF-291	2,667.00	

Number	Date	Name	Account No	Debit	Credit
AJE#04	12/31/2023	SBITA Accrued Interest Payable	291-XXXX-XXXXX4 GF-291		-2,667.00
AJE#04	12/31/2023	Proceeds from SBITA Issuance	291-XXXX-XXXXXX GF-291		-414,444.03
AJE#04	12/31/2023	Proceeds from SBITA Issuance	291-XXXX-XXXXXX GF-291		-105,370.55
AJE#04	12/31/2023	Proceeds from SBITA Issuance	291-XXXX-XXXXXX GF-291		-6,840.00
AJE#04	12/31/2023	Fund Bal Undesignated	806-0000-360050 GFAAG-806		-172,010.92
AJE#04	12/31/2023	SBITA Issuance	806-XXXX-XXXXX1 GFAAG-806		-526,655.08
AJE#04	12/31/2023	SBITA Accumulated Amortization	806-XXXX-XXXXX2 GFAAG-806		-151,955.00
AJE#04	12/31/2023	Amortization Expense	806-XXXX-XXXXX3 GFAAG-806	151,955.00	
AJE#04	12/31/2023	SBITA Asset	806-XXXX-XXXXXX GFAAG-806	657,534.00	
AJE#04	12/31/2023	SBITA Asset	806-XXXX-XXXXXX GFAAG-806	41,132.00	
AJE#04	12/31/2023	Fund Bal Undesignated	811-0000-360050 GLTDAG-811	26,765.00	
AJE#04	12/31/2023	SBITA Liability	811-XXXX-XXXXX1 GLTDAG-811		-526,655.00
AJE#04	12/31/2023	SBITA Liability	811-XXXX-XXXXX1 GLTDAG-811		-26,765.00
AJE#04	12/31/2023	SBITA Liability	811-XXXX-XXXXX1 GLTDAG-811	143,012.00	
AJE#04	12/31/2023	SBITA Principal Payment	811-XXXX-XXXXX2 GLTDAG-811		-143,012.00
AJE#04	12/31/2023	Proceeds from SBITA Issuance	811-XXXX-XXXXXX GLTDAG-811	526,655.00	
To record GASB 96 implementation					
AJE#05	12/31/2023	Sick Leave Conv Hlth Ins	811-0000-270240 GLTDAG-811	112,920.00	
AJE#05	12/31/2023	NEW ACCOUNT - Change in Comp Abs	811-0000-600-51-00 GLTDAG-811		-112,920.00
Entry to record accrued sick leave					

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

MANAGEMENT LETTER

December 31, 2023

1415 West Drieh Road, Suite 400
Naperville, IL 60563
630.566.8400

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The Honorable President
Members of the Library Board of Trustees
Arlington Heights Memorial Library
Arlington Heights, Illinois

Ladies and Gentlemen:

In planning and performing our audit of the financial statements of the governmental activities, the major fund and the aggregate remaining fund information of the Arlington Heights Memorial Library, Arlington Heights, Illinois (the Library) as of and for the year ended December 31, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the Library's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. This letter does not affect our report dated June 17, 2024, on the basic financial statements of the Library.

This communication is intended solely for the information and use of the President, the Library Board of Trustees and management and others within the administration and is not intended to be, and should not be, used by anyone other than these specified parties.

SiKich CPA LLC

Naperville, Illinois
June 17, 2024

OTHER COMMENTS

Future Accounting Pronouncements

The Governmental Accounting Standards Board (GASB) has issued a number of pronouncements that may impact the Library in the future.

GASB Statement No. 99, *Omnibus 2022*, addresses a variety of topics including: Classification and reporting of derivative instruments within the scope of Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, that do not meet the definition of either an investment derivative instrument or a hedging derivative instrument; clarification of provisions in Statement No. 87, *Leases*, as amended, related to the determination of the lease term, classification of a lease as a short-term lease, recognition and measurement of a lease liability and a lease asset, and identification of lease incentives; clarification of provisions in Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, related to (a) the determination of the public-private and public-public partnership (PPP) term and (b) recognition and measurement of installment payments and the transfer of the underlying PPP asset; clarification of provisions in Statement No. 96, *Subscription-Based Information Technology Arrangements*, related to the subscription-based information technology arrangement (SBITA) term, classification of a SBITA as a short-term SBITA, and recognition and measurement of a subscription liability; extension of the period during which the London Interbank Offered Rate (LIBOR) is considered an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap that hedges the interest rate risk of taxable debt; accounting for the distribution of benefits as part of the Supplemental Nutrition Assistance Program (SNAP); disclosures related to nonmonetary transactions; pledges of future revenues when resources are not received by the pledging government; clarification of provisions in Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, as amended, related to the focus of the government-wide financial statements; terminology updates related to certain provisions of Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*; and terminology used in Statement 53 to refer to resource flows statements. This statement is effective upon issuance for requirements related to the extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges of future revenues by pledging governments, clarification of certain provisions in Statement 34, as amended, and terminology updates related to Statement 53 and Statement 63. The effective date for the requirements related to leases, PPPs, and SBITAs is the fiscal year ending December 31, 2024. The effective date for the requirement related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 is the fiscal year ending December 31, 2025.

OTHER COMMENTS (Continued)

Future Accounting Pronouncements (Continued)

GASB Statement No. 100, *Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62*, enhances accounting and financial reporting requirement for accounting changes and error corrections. This Statement defines *accounting changes* as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. This Statement also addresses corrections of errors in previously issued financial statements. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. This Statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. Furthermore, this Statement addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). This Statement is effective for the fiscal year ended December 31, 2025.

GASB Statement No. 101, *Compensated Absences*, requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This Statement requires that a liability for certain types of compensated absences—including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources. This Statement amends the existing requirement to disclose the gross increases and decreases in a liability for compensated absences to allow governments to disclose only the net change in the liability (as long as they identify it as a net change). In addition, governments are no longer required to disclose which governmental funds typically have been used to liquidate the liability for compensated absences. This Statement is effective for the fiscal year ended December 31, 2024.

OTHER COMMENTS (Continued)

Future Accounting Pronouncements (Continued)

GASB Statement No. 102, *Certain Risk Disclosures*, establishes financial reporting requirements for risks related to vulnerabilities due to certain concentrations or constraints. This Statement defines a *concentration* as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A *constraint* is a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority. Concentrations and constraints may limit a government's ability to acquire resources or control spending. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. This Statement is effective for the fiscal year ending December 31, 2025.

We will advise the Library of any progress made by GASB in developing this and other future pronouncements that may have an impact on the financial position and changes in financial position of the Library.

Sikich LLP is a global company specializing in technology-enabled professional services.

Now with more than 1,700 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:

AGRICULTURE	AUTOMOTIVE	CONSTRUCTION & REAL ESTATE
DISTRIBUTION & SUPPLY CHAIN	GOVERNMENT	HIGH-TECH
LIFE SCIENCES	MANUFACTURING	NOT-FOR-PROFIT
PRIVATE EQUITY	PROFESSIONAL SERVICES	

SPECIALIZED SERVICES

ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES

- Outsourced Accounting
- Audit & Assurance
- Consulting Services
- Employee Benefit Plan Audits
- International Tax
- Tax

TECHNOLOGY

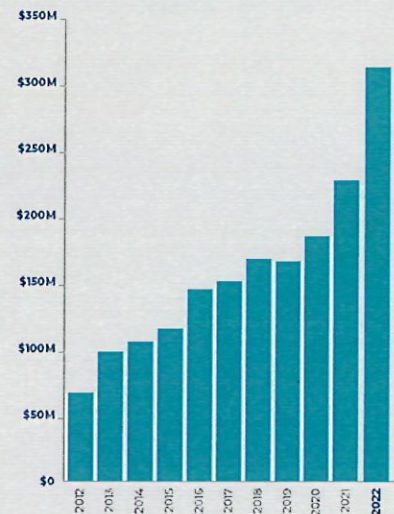
- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Cybersecurity & Compliance
- Digital Transformation Consulting

ADVISORY

- Forensic & Valuation Services
- Governance, Risk & Compliance Services
- Human Capital Management & Payroll Consulting
- Insurance Services
- Investment Banking*
- Marketing & Communications
- Retirement Plan Services
- Regulatory, Quality & Compliance
- Site Selection & Business Incentives
- Succession Planning
- Supply Chain
- Transaction Advisory Services
- Wealth Management**
- Workforce Risk Management

WHO WE ARE

TOTAL PARTNERS **100+**
TOTAL PERSONNEL **1,700+**
2022 REVENUE **\$316.4M**



OFFICE LOCATIONS

Ahmedabad, GJ	Sacramento, CA
Alexandria, VA	925.577.5144
703.836.1350	Milwaukee, WI
703.836.6701	262.754.9400
Bangalore, KA	Naperville, IL
Boston, MA	630.566.8400
508.485.5588	Peoria, IL
Chattanooga, TN	309.694.4251
423.954.3007	Princeton, NJ
Chicago, IL	609.285.5000
312.648.6666	Richfield, OH
Cleveland, OH	330.864.6661
440.238.0445	Springfield, IL
Coimbatore, TN	217.793.3363
Decatur, IL	St. Louis, MO
217.423.6000	314.275.7277
Indianapolis, IN	Washington, MO
317.842.4466	636.239.4785
Los Angeles, CA	
877.279.1900	

* Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC.
** Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.

CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. Sikich's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Bias for Action, Continuous Innovation and Servant Leadership. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. Sikich is a member of the **American Institute of Certified Public Accountants' Governmental Audit Quality Center** and the **Employee Benefit Plan Audit Quality Center**.



We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. **In 2020, Sikich received its 11th consecutive unmodified ("pass") peer review report**, the highest level of recognition conferred upon a public accounting firm for its quality control systems.



Sikich ranks among the **top 30 firms nationally** on the **Accounting Today Top 100 Firms list**.

Sikich is among the **50 firms that place on Inside Public Accounting's 2023 Best of the Best Firms**, an exclusive list that ranks organizations on key areas of management, growth and strategic vision.



Sikich is a **Microsoft Dynamics' 2023/2024 Inner Circle** award recipient, a recognition that places Sikich in the **top 1% of all Microsoft Business Applications partners globally**.



We also maintain the **Oracle NetSuite 5 Star Award** and are among the **top three U.S. partners of Oracle NetSuite**.



Sikich ranks on the **Redmond Channel Partner Magazine's top 350 Microsoft partners in the U.S.**, **CRN's Top 500 Managed Service Providers**, **CRN's Top 500 Solution Providers** and **Channel Futures' MSP 501**.



NET PROMOTER SCORE

The firm's overall Net Promoter Score (NPS) is 87%.

This is a measure of our clients' willingness to recommend Sikich's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.





ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS

ANNUAL FINANCIAL REPORT

For the Year Ended December 31, 2023



SIKICH.COM

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
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ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
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INDEPENDENT AUDITOR'S REPORT

1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

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INDEPENDENT AUDITOR'S REPORT

The Honorable President
Members of the Board of Trustees
Arlington Heights Memorial Library
Arlington Heights, Illinois

Opinions

We have audited the accompanying financial statements of the governmental activities, the major fund and the aggregate remaining fund information of the Arlington Heights Memorial Library (the Library) as of and for the year ended December 31, 2023 and the related notes to financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Arlington Heights Memorial Library, Arlington Heights, Illinois as of December 31, 2023 and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

The District adopted GASB Statement No. 96, *Subscription Based Information Technology Arrangements*, which established a single model for IT subscriptions arrangement accounting based on the foundational principle that subscription arrangements are financings of the right to use an underlying asset. Our opinion is not modified with respect to these matters.

Basis of Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under these standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The individual fund schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements.

The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Sikich CPA LLC

Naperville, Illinois
June 17, 2024

**GENERAL PURPOSE EXTERNAL
FINANCIAL STATEMENTS**

ARLINGTON HEIGHTS MEMORIAL LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2023

As the management of the Arlington Heights Memorial Library (AHML), we offer this narrative overview and analysis of the financial activities for the fiscal year ended December 31, 2023. We encourage readers to consider the information presented here in conjunction with additional information furnished in the library's Financial Statements.

This discussion and analysis is designed to (1) assist the reader in focusing on significant financial issues, (2) provide an overview of AHML's financial activity, (3) identify changes in AHML's financial position (its ability to address the next and subsequent year challenges), (4) identify any material deviations from the financial plan (the approved budget), and (5) identify individual fund issues or concerns.

USING THE FINANCIAL SECTION OF THIS ANNUAL REPORT

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of AHML's finances, in a manner similar to a private-sector business. The focus of the Statement of Net Position presents information on all of AHML's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference between these reported as net position. This statement combines and consolidates governmental fund's current financial resources (short-term spendable resources) with capital assets and long-term obligations using the accrual basis of accounting and economic resources measurement focus. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of AHML is improving or deteriorating.

The Statement of Activities presents information showing how AHML's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused compensated absences).

The government-wide financial statements describe functions of AHML that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities of AHML reflect AHML's basic services, including materials collections, reference and readers' services, programming, interlibrary loan and outreach services.

Fund Financial Statements

Traditional users of governmental financial statements will find the Fund Financial Statements to be more familiar. The focus of the presentation is on major funds rather than fund types. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. AHML, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of AHML are in one category: governmental funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

AHML maintains two individual governmental funds. Information is presented separately in the governmental fund balance sheet and statement of revenues, expenditures, and changes in fund balances for the General Fund and Capital Projects Fund. The General Fund is considered a "major" fund while the Capital Projects Fund is considered a "non-major" fund.

AHML adopts an annual budget for each of its governmental funds. A budgetary comparison statement has been provided elsewhere in this report to demonstrate compliance with the budget. The basic governmental fund financial statements have been included.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. Additional notes to the financial statements can be found throughout this annual financial report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning AHML's progress in funding its obligation to provide benefits to its employees. Required supplementary information has been provided.

GOVERNMENT-WIDE STATEMENTS

Net Position

The following table reflects the condensed Statement of Net Position:

Table 1: Statement of Net Position

	Governmental Activities 2023	Governmental Activities 2022
ASSETS		
Cash and investments	\$ 15,533,155	\$ 12,317,743
Receivables (net, where applicable, of allowance for uncollectibles)		
Property taxes	14,880,124	17,833,870
Grants	100,000	0
Accounts	-	15,842
Prepaid expenses	317,008	427,615
Net pension asset – IMRF	-	5,365,182
Capital assets not being depreciated	1,363,206	700,473
Tangible and intangible capital assets (net of accumulated depreciation and amortization)	8,595,229	8,476,146
Total assets	40,788,722	45,136,871
DEFERRED OUTFLOWS OF RESOURCES		
Pension related items - OPEB	192,947	222,646
Pension related items - IMRF	5,517,050	1,175,123
Total deferred outflows of resources	5,709,997	1,397,769
Total assets and deferred outflows of resources	46,498,719	46,534,640
LIABILITIES		
Accounts payable	413,173	232,737
Retainage payable	37,342	-
Accrued payroll	243,529	217,529
Unearned revenue	100,267	7,989
Interest payable	2,667	-
Long-term liabilities		
Due within one year	301,272	133,310
Due in more than one year	7,065,656	836,888
Total liabilities	8,163,906	1,428,453
DEFERRED INFLOWS OF RESOURCES		
Pension related items - OPEB	130,342	154,071
Pension related items - IMRF	100,448	7,266,933
Deferred revenue - property taxes	14,679,721	14,679,721
Total deferred inflows of resources	14,910,511	22,100,725
Total liabilities and deferred inflows of resources	23,074,417	23,529,178
NET POSITION		
Net investment in capital assets	9,548,027	9,176,619
Unrestricted	13,876,672	13,828,843
TOTAL NET POSITION	\$ 23,424,699	\$ 23,005,462

Net position increased \$419,237 (1.8%) during 2023. The increase was primarily due to AHML's share of IMRF liability and related deferred outflows and inflows.

The following table summarizes the revenues and expenses of the Library's activities:

Table 2: Statement of Activities

	<u>2023</u>	<u>2022</u>
REVENUES		
Program Revenues		
Charges for Services	\$ 62,603	\$ 54,024
Operating Grants	101,540	147,137
Capital Grants and Contributions	100,000	-
General Revenues		
Property Taxes	14,885,563	14,679,130
Personal Property Replacement Tax	325,194	390,900
Investment Income	453,757	131,101
Miscellaneous	204,861	44,706
Total Revenues	<u>16,133,518</u>	<u>15,446,998</u>
EXPENSES		
Culture and recreation	15,700,985	13,128,991
Interest	13,296	-
Total Expenses	<u>15,714,281</u>	<u>13,128,991</u>
CHANGE IN NET POSITION	<u>\$ 419,237</u>	<u>\$ 2,318,007</u>

Revenues in 2023 increased as compared to 2022 due primarily to higher investment income from favorable market conditions. This increase was partially offset by higher expenses in 2023 due to increased personnel costs related to salary increases and fewer positions unfilled in 2023 as compared to 2022.

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, AHML uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. As of December 31, 2023, the governmental funds had a combined fund balance of \$15,253,985. The combined fund balance decreased by \$57,863 in 2023, from a restated fund balance of \$15,311,848. The restatement was due to the implementation of GASB Statement 96.

The General Fund is the chief operating fund of AHML. At December 31, 2023, unassigned fund balance in the General Fund was \$14,592,560, which represents 93.7% of the total fund balance of the General Fund. The fund balance increased \$3,963,565 during the year. In addition to a transfer of \$3,000,000 from the Capital Projects Fund to the General Fund to maximize interest-earning opportunities, AHML underspent as compared to plan across all major operating expense categories which contributed to the increase.

The Capital Projects Fund reported a decrease in fund balance of \$4,021,428 driven primarily by the above-mentioned interfund transfer. The remaining decrease in 2023 is due to the use of reserve for planned capital expenditures primarily related to the main library's renovation of its Kids World space as well as staff and public computers.

GENERAL FUND BUDGETARY HIGHLIGHTS

The overall performance of the fund was favorable to budget. The actual revenues for the year totaled \$16,008,067, compared to budgeted revenue of \$15,564,572. The \$443,495 favorable variance was driven by higher than anticipated investment income due to favorable market conditions.

Expenditures had a favorable budget variance of \$474,649, and this was primarily due to over budgeting related to staffing and services. As of December 31, 2023 and December 31, 2022, AHML reported 36 and 43 open positions, respectively. Commodities and contractual services were also underspent in 2023 and 2022.

Capital Assets

The following schedules reflect AHML's capital asset balances:

Table 3: Capital Assets

	2023	2022
GOVERNMENTAL ACTIVITIES		
Capital assets not being depreciated		
Land	\$ 592,378	\$ 592,378
Permanent art	55,000	55,000
Construction in Progress	715,828	53,095
Total capital assets not being depreciated	<u>1,363,206</u>	<u>700,473</u>
Intangible capital assets not being amortized		
Software in process	-	-
Total intangible capital assets not being amortized	<u>-</u>	<u>-</u>
Total tangible and intangible capital assets not being depreciated and amortized	<u>1,363,206</u>	<u>700,473</u>
Tangible capital assets being depreciated		
Buildings and improvements	\$ 19,278,110	\$ 19,201,551
Equipment	5,024,262	4,873,777
Total tangible capital assets being depreciated	<u>24,302,372</u>	<u>24,075,328</u>
Intangible capital assets being amortized		
Software	698,666	-
Total intangible capital assets being amortized	<u>698,666</u>	<u>-</u>
Less accumulated depreciation for tangible capital assets		
Buildings and improvements	13,310,535	12,695,257
Equipment	2,943,319	2,903,925
Total accumulated depreciation	<u>16,253,854</u>	<u>15,599,182</u>
Less accumulated amortization for intangible capital assets		
Software	151,955	-
Total accumulated depreciation	<u>151,955</u>	<u>-</u>
Total tangible and intangible capital assets being depreciated and amortized, net	<u>8,595,229</u>	<u>8,476,146</u>
GOVERNMENTAL ACTIVITIES		
CAPITAL ASSETS, NET	<u>\$ 9,958,435</u>	<u>\$ 9,176,619</u>

At year-end, AHML's investment in capital assets (net of accumulated depreciation) for its governmental-type activities was \$9,958,435 (up 8.5% from \$9,176,619 in 2022). The increase is primarily due to Construction in Progress primarily related to the Kids' World renovation. Intangible assets relate to the implementation of GASB Statement No. 96, *Subscription Based Information Technology Arrangements*. More information can be found in Footnote 7 of the Annual Financial Report.

Long-Term Liabilities

The following schedule represents the Library's long-term liabilities:

Issue	Balances January 1, Restated*	Increases	Decreases	Balances December 31	Current Portion
Total OPEB liability	\$ 430,322	\$ 26,804	\$ -	\$ 457,126	\$ 61,453
Net pension liability	-	5,994,948	-	5,994,948	-
Compensated absences payable	539,876	77,490	112,920	504,446	100,889
SBITA payable	26,765	526,655	143,012	410,408	138,930
TOTAL	\$ 996,963	\$ 6,625,897	\$ 255,932	\$ 7,366,928	\$ 301,272

*Beginning balances for long-term liabilities were restated in connection with the implementation of GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*.

At year-end 2023, the Library reported a net pension liability in IMRF of \$5,994,948 as compared to a net pension asset in IMRF of \$5,365,182 in 2022. More information can be found in Footnote 9 of the Annual Financial Report.

CONTACTING ARLINGTON HEIGHTS MEMORIAL LIBRARY

This financial report is designed to provide our citizens with a general overview of AHML's finances and to demonstrate accountability for the money it receives. Questions concerning this report or requests for additional financial information should be directed to Mike Driskell, Executive Director, Arlington Heights Memorial Library, 500 N. Dunton Ave., Illinois, 60004.

BASIC FINANCIAL STATEMENTS

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

STATEMENT OF NET POSITION

December 31, 2023

	Governmental Activities
ASSETS	
Cash and investments	\$ 15,533,155
Receivables (net, where applicable, of allowance for uncollectibles)	
Property taxes	14,880,124
Grants	100,000
Other	397
Prepaid expenses	317,008
Capital assets not being depreciated	1,363,206
Tangible and intangible capital assets (net of accumulated depreciation and amortization)	8,595,229
Total assets	40,789,119
DEFERRED OUTFLOWS OF RESOURCES	
Pension related items - OPEB	192,947
Pension related items - IMRF	5,517,050
Total deferred outflows of resources	5,709,997
Total assets and deferred outflows of resources	46,499,116
LIABILITIES	
Accounts payable	413,173
Retainage payable	37,342
Accrued payroll	243,529
Unearned revenue	100,267
Interest payable	2,667
Long-term liabilities	
Due within one year	301,272
Due in more than one year	7,065,656
Total liabilities	8,163,906
DEFERRED INFLOWS OF RESOURCES	
Pension related items - OPEB	130,342
Pension related items - IMRF	100,448
Deferred revenue - property taxes	14,679,721
Total deferred inflows of resources	14,910,511
Total liabilities and deferred inflows of resources	23,074,417
NET POSITION	
Net investment in capital assets	9,548,027
Unrestricted	13,876,672
TOTAL NET POSITION	\$ 23,424,699

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2023

FUNCTIONS/PROGRAMS	Program Revenues				Net (Expense) Revenue and Change in Net Position
PRIMARY GOVERNMENT	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities					
Culture and recreation	\$ 15,700,985	\$ 62,603	\$ 101,540	\$ 100,000	\$ (15,436,842)
Interest	13,296	-	-	-	(13,296)
Total governmental activities	15,714,281	62,603	101,540	100,000	(15,450,138)
TOTAL PRIMARY GOVERNMENT	\$ 15,714,281	\$ 62,603	\$ 101,540	\$ 100,000	(15,450,138)
			General Revenues		
			Taxes		
			Property		14,885,563
			Intergovernmental - unrestricted		
			Replacement taxes		325,194
			Investment income		453,757
			Miscellaneous income		204,861
			Total		15,869,375
			CHANGE IN NET POSITION		419,237
			NET POSITION, JANUARY 1		23,005,462
			NET POSITION, DECEMBER 31		\$ 23,424,699

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

BALANCE SHEET
GOVERNMENTAL FUNDS

December 31, 2023

	General	Nonmajor Capital Projects	Total Governmental
ASSETS			
Cash and investments	\$ 15,533,155	\$ -	\$ 15,533,155
Receivables			
Property taxes	14,880,124	-	14,880,124
Grants	-	100,000	100,000
Other	397	-	397
Prepaid items	317,008	-	317,008
Due from other funds	303,517	-	303,517
TOTAL ASSETS	\$ 31,034,201	\$ 100,000	\$ 31,134,201
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES			
LIABILITIES			
Accounts payable	\$ 226,590	\$ 186,583	\$ 413,173
Retainage payable	-	37,342	37,342
Accrued payroll	243,529	-	243,529
Interest payable	2,667	-	2,667
Unearned revenue	100,267	-	100,267
Due to other funds	-	303,517	303,517
Total liabilities	573,053	527,442	1,100,495
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	14,679,721	-	14,679,721
Unavailable revenue - grants	-	100,000	100,000
Total deferred inflows of resources	14,679,721	100,000	14,779,721
Total liabilities and deferred inflows of resources	15,252,774	627,442	15,880,216
FUND BALANCES			
Nonspendable			
Prepaid items	317,008	-	317,008
Assigned			
Subsequent year's budget	871,859	-	871,859
Unassigned (deficit)	14,592,560	(527,442)	14,065,118
Total fund balances	15,781,427	(527,442)	15,253,985
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 31,034,201	\$ 100,000	\$ 31,134,201

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

**RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION**

December 31, 2023

FUND BALANCES OF GOVERNMENTAL FUNDS	\$ 15,253,985
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	9,958,435
Certain revenues that are unavailable in the governmental funds are recognized as revenue in the governmental activities	100,000
Differences between expected and actual experiences, assumption changes, and net differences between projected and actual earnings for IMRF are recognized as deferred outflows and deferred inflows of resources on the statement of net position	5,416,602
Differences between expected and actual experiences, assumption changes, and net difference between projected and actual earnings for the OPEB are recognized as deferred outflows and inflows of resources on the statement of net position	62,605
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds	
Compensated absences payable	(504,446)
IMRF net pension liability	(5,994,948)
Total OPEB liability	(457,126)
SBITA payable	(410,408)
NET POSITION OF GOVERNMENTAL ACTIVITIES	<u><u>\$ 23,424,699</u></u>

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

For the Year Ended December 31, 2023

	General	Nonmajor Capital Projects	Total Governmental
REVENUES			
Property taxes	\$ 14,885,563	\$ -	\$ 14,885,563
Intergovernmental			
Replacement taxes	325,194	-	325,194
Grants	101,540	-	101,540
Charges for services	62,603	-	62,603
Investment income	428,306	25,451	453,757
Miscellaneous income	204,861	-	204,861
	<hr/>		
Total revenues	16,008,067	25,451	16,033,518
	<hr/>		
EXPENDITURES			
Current			
Culture and recreation			
Administration	12,410,922	-	12,410,922
Building	552,389	-	552,389
Books and materials	1,855,268	-	1,855,268
Capital outlay	596,270	1,046,879	1,643,149
Debt service			
Principal	143,012	-	143,012
Interest and fiscal charges	13,296	-	13,296
	<hr/>		
Total expenditures	15,571,157	1,046,879	16,618,036
	<hr/>		
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	436,910	(1,021,428)	(584,518)
	<hr/>		
OTHER FINANCING SOURCES (USES)			
Transfers in	3,000,000	-	3,000,000
Transfers (out)	-	(3,000,000)	(3,000,000)
Proceeds from SBITA issuance	526,655	-	526,655
	<hr/>		
Total other financing sources (uses)	3,526,655	(3,000,000)	526,655
	<hr/>		
NET CHANGE IN FUND BALANCES	3,963,565	(4,021,428)	(57,863)
	<hr/>		
FUND BALANCES, JANUARY 1	11,963,108	3,493,986	15,457,094
	<hr/>		
Change in accounting principle	(145,246)	-	(145,246)
	<hr/>		
FUND BALANCES, JANUARY 1, AS RESTATED	11,817,862	3,493,986	15,311,848
	<hr/>		
FUND BALANCES (DEFICITS), DECEMBER 31	\$ 15,781,427	\$ (527,442)	\$ 15,253,985
	<hr/> <hr/>		

See accompanying notes to financial statements.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE
GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2023

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$	(57,863)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlay as expenditures; however, they are capitalized and depreciated in the statement of activities		
Capital outlay		1,573,534
Some expenses in the statement of activities (e.g., depreciation) do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds		
Depreciation and amortization		(962,330)
Loss on disposal of capital assets		(1,399)
Receivables not currently available are reported as revenue when collected or currently available in the fund financial statements but are recognized as revenue when earned on the statement of activities		
		100,000
The change in compensated absences payable is shown as an expense on the statement of activities		
		35,430
The change in SBITA payable is shown as an expense on the statement of activities		
		143,012
The change in the net pension liability and related deferred outflows and inflows of resources for IMRF is reported only in the statement of activities		
		148,282
The issuance of long-term debt and related costs are shown on the fund financial statements as other financing sources (uses) and current expenditures, but are recorded as long-term liabilities on the government-wide financial statements as other financing sources (uses) and current expenditures		
SBITA payable		(526,655)
The change in total OPEB liability, deferred inflows, and deferred outflows of resources are not a source or use of financial resources		
		(32,774)
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	\$	419,237

See accompanying notes to financial statements.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS

NOTES TO FINANCIAL STATEMENTS

December 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Arlington Heights Memorial Library, Arlington Heights, Illinois (the Library), have been prepared in accordance with accounting principles generally accepted in the United States of America, as applied to governmental units (hereinafter referred to as generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Library's accounting policies are described below.

a. Financial Reporting Entity

The Library is governed by a seven-member Library Board of Trustees that is separately elected. The Library Board of Trustees selects management staff and directs the affairs of the Library. As required by GAAP, these financial statements include all funds of the Library. Management has also considered all potential component units. Criteria for including a component unit in the Library's reporting entity principally consist of the potential component unit's financial interdependency and accountability to the Library. Based upon those criteria, there are no potential component units to be included in the reporting entity. Additionally, based on the same criteria, the Library has been determined not to be a component unit of the Village of Arlington Heights, Illinois (the Village).

Based on the criteria of GASB Statement No 61, *The Financial Reporting Entity: Omnibus - an amendment of GASB Statements No. 14 and No. 34*, the Library does not have any component units. The Arlington Heights Memorial Library Foundation and the Friends of the Library, while potential component units, are not significant to the Library and, therefore, have been excluded from its reporting entity.

b. Fund Accounting

The accounts of the Library are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purposes and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and management requirements.

Funds are classified into the following categories: governmental, proprietary, and fiduciary. All of the Library's funds are governmental funds.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b. Fund Accounting (Continued)

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of restricted or committed monies (special revenue funds), the funds committed, restricted, or assigned for the acquisition or construction of capital assets (capital projects funds), the funds committed, restricted, or assigned for the servicing of long-term debt (debt service funds), and the management of funds held in trust that can be used for governmental services (permanent funds). The General Fund is used to account for all activities of the Library not accounted for in some other fund.

c. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Library. The effect of material interfund activity has been eliminated from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. The Library has no business-type activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment, or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and standard revenues that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Library reports the following governmental funds:

The General Fund is the Library's primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund. The General Fund is reported as a major governmental fund.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c. Government-Wide and Fund Financial Statements (Continued)

The Capital Projects Fund accounts for the amounts assigned for future capital projects. The Capital Projects Fund is reported as a nonmajor governmental fund.

d. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. The Library recognizes property taxes when they become both measurable and available in the period the tax is intended to finance. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

Property taxes, grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and are recognized as revenues of the current fiscal period. Fines and miscellaneous revenues are considered to be measurable and available only when cash is received by the Library.

In applying the susceptible to accrual concept to intergovernmental revenues (i.e., federal and state grants), the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the Library; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are generally revocable only for failure to comply with prescribed eligibility requirements, such as equal employment opportunity. These resources are reflected as revenues at the time of receipt or earlier if they meet the availability criterion.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

d. Measurement Focus, Basis of Accounting, and Financial Statement Presentation
(Continued)

The Library reports unavailable/deferred and unearned revenue on its financial statements. Unavailable/deferred revenues arise when a potential revenue does not meet both the measurable and available or earned criteria for recognition in the current period. Unearned revenues arise when resources are received by the Library before it has a legal claim to them such as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both the revenue recognition criteria are met, or when the Library has a legal claim to the resources, the liability or deferred inflow of resources for unavailable/deferred and unearned revenue is removed from the financial statements and revenue is recognized.

e. Investments

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit, and other nonparticipating investments are stated at cost or amortized cost. Investments with a maturity greater than one year when purchased are stated at fair value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

f. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the Library as assets with an initial, individual cost in excess of \$10,000 and an estimated useful life in excess of one year.

Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f. Capital Assets (Continued)

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant, and equipment is depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings and improvements	40
Equipment	5-10

Intangible asset represent the Library’s right-to-use subscription-based information technology. These intangible assets, as defined by GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, are for subscription contracts of nonfinancial assets including software.

g. Compensated Absences

Vested or accumulated vacation leave is reported as an expenditure and a fund liability of the governmental fund that will pay it once retirement or separation has occurred. Vested or accumulated vacation leave of governmental activities is recorded as an expense and liability on the statement of net position as the benefits accrue to employees.

h. Long-Term Obligations

In the government-wide financial statements, long-term debt, and other long-term obligations are reported as liabilities.

i. Prepaid Items

Payments made to vendors for services that will benefit periods beyond the date of this report are recorded as prepaid items.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

j. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

k. Fund Balance/Net Position

In the fund financial statements, governmental funds report nonspendable fund balance for amounts that are either not in spendable form or that are legally or contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific purpose or are externally imposed by outside entities. Committed fund balance is constrained by formal actions of the Library's Board of Trustees, which is considered the Library's highest level of decision-making authority. Formal actions include ordinances approved by the Board of Trustees. Assigned fund balance represents amounts constrained by the Library's intent to use them for a specific purpose. The authority to assign fund balance resides with the Board of Trustees. Any residual fund balance in the General Fund and any deficit fund balances in any other governmental funds are reported as unassigned.

The Library's flow of funds assumptions prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending, the Library considers committed funds to be expended first, followed by assigned, and then unassigned funds.

In the government-wide financial statements, restricted net position is legally restricted by outside parties for a specific purpose. None of the net position is restricted as a result of enabling legislation adopted by the Library. Net investment in capital assets is the book value of capital assets less outstanding principal balances of debt that was issued to construct the capital assets.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

l. Interfund Transactions

Interfund transactions are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed.

All other interfund transactions, except interfund services and reimbursements, are reported as transfers.

m. Interfund Receivables/Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.”

If applicable, advances between funds, as reported in the fund financial statements, are offset by a fund balance nonspendable account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

n. Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

2. DEPOSITS AND INVESTMENTS

The Library categorizes fair value measurements within the fair value hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The Library held no investments subject to fair value measurement at December 31, 2023.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

2. DEPOSITS AND INVESTMENTS (Continued)

Permitted Deposits and Investments - Statutes and the Library's investment policy authorize the Library to make deposits/invest in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States Government or agreements to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services, and The Illinois Funds.

The Illinois Public Treasurers' Investment Pool, known as The Illinois Funds, operates as a qualified external investment pool in accordance with the criteria established in GASB Statement No. 79, *Certain External Investment Pools and Pool Participants*, and thus, reports all investments at amortized cost rather than fair value. The investment in The Illinois Funds by participants is also reported at amortized cost. The Illinois Funds does not have any limitations or restrictions on participant withdrawals. The Illinois Treasurer's Office issues a separate financial report for The Illinois Funds which may be obtained by contacting the Administrative Office at Illinois Business Center, 400 West Monroe Street, Suite 401, Springfield, Illinois 62704.

a. Library Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of a bank failure, the Library's deposits may not be returned to it. The Library's investment policy requires pledging of collateral for bank balances in excess of federal depository insurance.

The Library's deposits with financial institutions were covered either by FDIC or collateral pledged to the Library, held in the Library's name.

b. Library Investments

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. It is the policy of the Library to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting daily cash flow demands of the Library and conforming to all state and local statutes governing the investment of public funds, using the "prudent person" standard for managing the overall portfolio. The primary objective of the policy is safety of principal, liquidity, return on investment, and simplicity of management. The investment policy does not limit the maturity lengths of library investments.

The Library limits its exposure to credit risk, the risk that the issuer of a debt security will not pay its par value upon maturity, by primarily investing in The Illinois Funds. The Illinois Funds are rated AAA by Standard and Poor's.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

2. DEPOSITS AND INVESTMENTS (Continued)

b. Library Investments (Continued)

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the Library will not be able to recover the value of its investments that are in the possession of an outside party. The Library's investment policy does not address custodial credit risk for investments. The Illinois Funds are not subject to custodial credit risk.

Concentration of Credit Risk - The Library places no limit on the amount that may be invested in any one issuer, stating only that the Library diversify its investments to the best of its ability based on the nature of the funds invested and the cash flow needs of those funds.

3. PROPERTY TAXES

Property taxes for 2023 attach as an enforceable lien on January 1, 2023, on property values assessed as of the same date. Taxes are levied by December of the fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about February 1, 2024 and July 1, 2024 and are payable in two installments, on or about March 1, 2024 and August 1, 2024. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy, to reflect actual collection experience. Since the 2023 levy is intended to fund the 2024 fiscal year, the levy has been recorded as a receivable and deferred inflow of resources. The second installment of the 2022 tax levy bills were issued in November 2023 with payments due December 30, 2023, resulting in final collections of the 2022 levy not occurring until January and February 2024.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

4. CAPITAL ASSETS

Capital asset activity for the Library for the year ended December 31, 2023, was as follows:

	Beginning Balances, Restated*	Increases	Decreases	Ending Balances
GOVERNMENTAL ACTIVITIES				
Capital assets not being depreciated				
Land	\$ 592,378	\$ -	\$ -	\$ 592,378
Permanent art	55,000	-	-	55,000
Construction in progress	53,095	662,733	-	715,828
Total capital assets not being depreciated	700,473	662,733	-	1,363,206
Intangible capital assets not being amortized				
Software in process	\$ 130,879	\$ -	\$ 130,879	\$ -
Total intangible capital assets not being amortized	130,879	-	130,879	-
Total tangible and intangible capital assets not being depreciated and amortized	831,352	662,733	130,879	1,363,206
Tangible capital assets being depreciated				
Buildings and improvements	19,201,551	76,559	-	19,278,110
Equipment	4,873,777	307,587	157,102	5,024,262
Total tangible capital assets being depreciated	24,075,328	384,146	157,102	24,302,372
Intangible capital assets being amortized				
Software	41,132	657,534	-	698,666
Total intangible capital assets being amortized	41,132	657,534	-	698,666
Less accumulated depreciation for tangible capital assets				
Buildings and improvements	12,695,257	615,278	-	13,310,535
Equipment	2,903,925	195,097	155,703	2,943,319
Total accumulated depreciation	15,599,182	810,375	155,703	16,253,854
Less accumulated amortization for intangible capital assets				
Software	-	151,955	-	151,955
Total accumulated amortization	-	151,955	-	151,955
Total tangible and intangible capital assets being depreciated and amortized, net	8,517,278	79,350	1,399	8,595,229
GOVERNMENTAL ACTIVITIES				
CAPITAL ASSETS, NET	\$ 9,217,751	\$ 742,083	\$ 1,399	\$ 9,958,435

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

4. CAPITAL ASSETS (Continued)

*Beginning balances for governmental activities were restated in connection with the implementation of GASB Statement No. 96, *Subscription Based Information Technology Arrangements*.

5. RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; natural disasters; and injuries to employees. The Library is a member of the Libraries of Illinois Risk Agency (LIRA), which is a consortium of 55 charter member libraries that provides risk management services and coverages to the pool of member libraries. Premiums have been displayed as expenditures in appropriate funds. Medical insurance is through the Village with third-party indemnity coverage. Losses have not exceeded coverage for the last three years.

6. CONTINGENT LIABILITIES - GRANTS

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time; although, the Library expects such amounts, if any, to be immaterial.

7. LONG-TERM DEBT

a. Changes in Long-Term Liabilities

Issue	Balances January 1, Restated*	Increases	Decreases	Balances December 31	Current Portion
Total OPEB liability	\$ 430,322	\$ 26,804	\$ -	\$ 457,126	\$ 61,453
Net pension liability	-	5,994,948	-	5,994,948	-
Compensated absences payable	539,876	77,490	112,920	504,446	100,889
SBITA payable	26,765	526,655	143,012	410,408	138,930
TOTAL	\$ 996,963	\$ 6,625,897	\$ 255,932	\$ 7,366,928	\$ 301,272

*Beginning balances for long-term liabilities were restated in connection with the implementation of GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

7. LONG-TERM DEBT (Continued)

b. Subscription-Based Information Technology Arrangements

In accordance with GASB Statement No. 96, *Subscription-Based Information Technology Arrangements* (SBITA), the District’s SBITA activity is as follows:

The Library entered into a SBITA with a vendor for its cloud software. The arrangement is for five years. At December 31, 2023, the Library reported a SBITA asset of \$518,793 and liability in the amount of \$316,420. Principal reduction of \$98,024 was reported for the year ended December 31, 2023.

The Library entered into a SBITA with a vendor for its cloud hosting software. The arrangement is for five years. At December 31, 2023, the Library reported a SBITA asset of \$131,901 and liability in the amount of \$80,449. Principal reduction of \$24,922 was reported for the year ended December 31, 2023.

The Library entered into a SBITA with a vendor for its antivirus software. The arrangement is for three years. At December 31, 2023, the Library reported a SBITA asset of \$13,072 and no corresponding liability, as the asset was fully prepaid.

The Library entered into a SBITA with a vendor for its deep freeze software. The arrangement is for three years. At December 31, 2023, the Library reported a SBITA asset of \$1,295 and no corresponding liability, as the asset was fully prepaid.

The Library entered into a SBITA with a vendor for its learning software. The arrangement is for three years. At December 31, 2023, the Library reported a SBITA asset of \$6,840 and no corresponding liability, as principal reduction of \$6,840 was reported for the year ended December 31, 2023.

The Library entered into a SBITA with a vendor for its law software. The arrangement is for three years. At December 31, 2023, the Library reported a SBITA asset of \$26,765 and liability in the amount of \$13,539. Principal reduction of \$13,226 was reported for the year ended December 31, 2023.

Obligations of governmental activities under SBITA payable, typically paid from the General Fund, including future interest payments at December 31, 2023, were as follows:

Year Ending June 30,	SBITA	
	Principal	Interest
2024	\$ 138,930	\$ 10,807
2025	132,199	7,371
2026	139,279	3,782
TOTAL	\$ 410,408	\$ 21,960

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

8. INDIVIDUAL FUND DISCLOSURES

a. Due From/To Other Funds

Individual fund interfund receivables/payables are as follows:

Receivable Fund	Payable Fund	Amount
General	Nonmajor (Capital Project)	\$ 303,517
TOTAL		\$ 303,517

The amount due from the Nonmajor Fund (Capital Projects) to the General Fund is to cover cash deficit balances.

b. Interfund Transfers

Interfund transfers for the year ended December 31, 2023, were as follows:

	Transfers In	Transfers Out
GOVERNMENTAL		
General	\$ 3,000,000	\$ -
Nonmajor (Capital Projects)	-	3,000,000
TOTAL	\$ 3,000,000	\$ 3,000,000

The \$3,000,000 from the Nonmajor Fund (Capital Projects) to the General Fund is for capital related expenditures. This transfer will not be repaid.

9. EMPLOYEE RETIREMENT SYSTEM

The Library contributes, through the Village, to the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer public employee retirement system. However, the Library's participation in IMRF is equivalent to a cost sharing multiple-employer pension plan since only one actuarial valuation is performed for both the Village and the Library combined. All disclosures for an agent plan can be found in the Village's annual comprehensive financial report.

Illinois Municipal Retirement Fund

Plan Administration

All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. EMPLOYEE RETIREMENT SYSTEM (Continued)

Illinois Municipal Retirement Fund (Continued)

Plan Administration (Continued)

The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable. Investments are reported at fair value.

Benefits Provided

IMRF provides two tiers of pension benefits. Employees hired prior to January 1, 2011, are eligible for Tier 1 benefits. For Tier 1 employees, pension benefits vest after eight years of service. Participating members who retire at age 55 (reduced benefits) or after age 60 (full benefits) with eight years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. Employees hired on or after January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating members who retire at age 62 (reduced benefits) or after age 67 (full benefits) with ten years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1 2/3% of their final rate of earnings, for each year of credited service up to 15 years, and 2% for each year thereafter. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by state statute.

Contributions

Participating members are required to contribute 4.50% of their annual salary to IMRF. The Village and the Library are required to contribute the remaining amounts necessary to fund IMRF as specified by statute. The required employer contribution rate for the 2023 calendar was 7.78% of covered payroll. The actual employer contribution rate for the year ended December 31, 2023, was 11.91% of covered payroll.

Net Pension Liability

At December 31, 2023, the Library reported a liability of \$5,994,948 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2022 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Library's proportion of the net pension liability was based on the Library's actual contribution to the plan for the year ended December 31, 2023, relative to the contributions of the Village, actuarially determined. At December 31, 2023, the Library's proportion was 26.15% of the total contribution to the plan.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. EMPLOYEE RETIREMENT SYSTEM (Continued)

Illinois Municipal Retirement Fund (Continued)

Actuarial Assumptions

The Library's net pension liability was measured as of December 31, 2022 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of the same date using the following actuarial methods and assumptions.

Actuarial valuation date	December 31, 2022
Actuarial cost method	Entry-age normal
Assumptions	
Inflation	2.25%
Salary increases	2.85% to 13.75%
Discount rate	7.25%
Cost of living adjustments	3.00%
Asset valuation method	Fair value

For nondisabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 106%) and Female (adjusted 105%) tables, and future mortality improvements projected using scale MP-2020. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020.

Investment Rate

The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that the Library contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the fund's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. EMPLOYEE RETIREMENT SYSTEM (Continued)

Illinois Municipal Retirement Fund (Continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources

For the year ended December 31, 2023, the Library recognized pension expense of \$812,214. At December 31, 2023, the Library reported deferred outflows of resources and deferred inflows of resources related to IMRF from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 574,101	\$ 35,648
Changes in assumption	-	64,800
Net difference between projected and actual earnings on pension plan investments	4,020,087	-
Employer contributions subsequent to the measurement date	922,862	-
TOTAL	\$ 5,517,050	\$ 100,448

\$922,862 reported as deferred outflows of resources related to pensions resulting from the Library contributions subsequent to the measurement date will be recognized as a reduction of net pension liability in the reporting year ending December 31, 2024. Amounts reported as deferred outflows of resources and deferred inflows of resources related to IMRF will be recognized in pension expense as follows:

<u>Year Ending December 31,</u>	
2024	\$ (120,872)
2025	843,775
2026	1,398,492
2027	<u>2,372,345</u>
TOTAL	\$ 4,493,740

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

9. EMPLOYEE RETIREMENT SYSTEM (Continued)

Illinois Municipal Retirement Fund (Continued)

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the net pension liability of the Library calculated using the discount rate of 7.25% as well as what the Library’s net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability	\$ 12,240,520	\$ 5,994,948	\$ 962,562

10. OTHER POSTEMPLOYMENT BENEFITS

a. Plan Description

In addition to providing the pension benefits described, the Library provides postemployment health care insurance benefits (OPEB) for its eligible retired employees through a single employer defined benefit plan. The benefits, benefit levels, employee contributions, and employer contributions are governed by the Library and can be amended by the Library through its personnel manual. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75. The plan does not issue a separate report. The activity of the plan is reported in the Library’s governmental activities.

b. Benefits Provided

The Library provides pre and post-Medicare postemployment healthcare benefits to all retirees, their spouses and dependents (enrolled at time of employee’s retirement). To be eligible for benefits, the employee must qualify for retirement under the Library’s retirement plan. The retirees pay the blended premium. Upon a retiree becoming eligible for Medicare, the amount payable under the health plan will be reduced by the amount payable under Medicare for those expenses that are covered under both.

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

10. OTHER POSTEMPLOYMENT BENEFITS (Continued)

b. Benefits Provided (Continued)

All health care benefits are provided through the Library’s health insurance plans. The benefit levels are the same as those afforded to active employees. Benefits include general inpatient and outpatient medical services; mental, nervous, and substance abuse care; vision care; and prescriptions. Upon a retiree reaching 65 years of age, Medicare becomes the primary insurer and the Library’s plan becomes secondary.

c. Membership

At December 31, 2022 (most recent data available), membership consisted of:

Inactive employees currently receiving benefit payments	2
Inactive employees entitled to but not yet receiving benefits	-
Active employees	<u>75</u>
 TOTAL	 <u><u>77</u></u>
 Participating employers	 <u><u>1</u></u>

d. Actuarial Assumptions and Other Inputs

The total OPEB liability at December 31, 2023 was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified. The total OPEB liability was rolled forward by the actuary using updated procedures to December 31, 2023, including updating the discount rate at December 31, 2023, as noted below.

Actuarial cost method	Entry-age normal
Inflation	3.00%
Discount rate	3.77%
Healthcare cost trend rates	6.75% Initial 4.50% Ultimate
Asset valuation method	Fair value
Mortality rates	PubS-2010 base rates projected to 2022 using scale MP-2021

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

10. OTHER POSTEMPLOYMENT BENEFITS (Continued)

e. Discount Rate

The discount rate was based on The Bond Buyer 20-Bond GO Index, which is based on an average of certain general obligation municipal bonds maturing in 20 years and having an average rating equivalent of Moody's Aa2 and Standard & Poor's AA.

f. Changes in the Total OPEB Liability

	<u>Total OPEB Liability</u>
BALANCES AT JANUARY 1, 2023	\$ 430,322
Changes for the period	
Service cost	26,388
Interest	16,848
Changes in assumptions	12,247
Benefit changes	-
Differences between expected and actual experience	-
Benefit payments	<u>(28,679)</u>
Net changes	<u>26,804</u>
BALANCES AT DECEMBER 31, 2023	<u>\$ 457,126</u>

There were changes in assumptions related to the discount rate.

g. Rate Sensitivity

The following is a sensitivity analysis of total OPEB liability to changes in the discount rate and the healthcare cost trend rate. The table below presents the total OPEB liability of the Library calculated using the discount rate of 3.77% as well as what the Library's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.77%) or 1 percentage point higher (4.77%) than the current rate:

	1% Decrease (2.77%)	Current Discount Rate (3.77%)	1% Increase (4.77%)
Total OPEB liability	\$ 503,052	\$ 457,126	\$ 415,364

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

10. OTHER POSTEMPLOYMENT BENEFITS (Continued)

g. Rate Sensitivity (Continued)

The table below presents the total OPEB liability of the Library calculated using the healthcare rate of 6.75% as well as what the Library's total OPEB liability would be if it were calculated using a healthcare rate that is 1 percentage point lower (5.75%) or 1 percentage point higher (7.75%) than the current rate:

	1% Decrease (5.75%)	Current Healthcare Rate (6.75%)	1% Increase (7.75%)
Total OPEB liability	\$ 394,811	\$ 457,126	\$ 532,311

h. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2023, the Library recognized OPEB expense of \$61,453. At December 31, 2023, the Library reported deferred outflows and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 142,108	\$ 73,689
Changes in assumption	50,839	56,653
TOTAL	\$ 192,947	\$ 130,342

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year Ending December 31,	
2024	\$ 18,217
2025	14,398
2026	4,455
2027	4,172
2028	4,172
Thereafter	17,191
TOTAL	\$ 62,605

ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS
NOTES TO FINANCIAL STATEMENTS (Continued)

10. CHANGE IN ACCOUNTING PRINCIPLE

For the fiscal year ended December 31, 2023, the Library implemented GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*. With the implementation, the Library is required to record the beginning net position/fund balance associated with the intangible right-to-use software and SBITA liability.

The beginning fund balances/net positions of the following opinion units have been restated to reflect the new guidance as follows:

General Fund

BEGINNING FUND BALANCE, AS PREVIOUSLY REPORTED	<u>\$ 11,963,108</u>
Reversal of prepaid	<u>(145,246)</u>
Total net restatement	<u>(145,246)</u>
BEGINNING FUND BALANCE, AS RESTATED	<u>\$ 11,817,862</u>

Governmental Activities

BEGINNING NET POSITION, AS PREVIOUSLY REPORTED	<u>\$ 23,005,462</u>
Reversal of prepaid	<u>(145,246)</u>
Recording of SBITA right-to-use asset	<u>145,246</u>
Total net restatement	<u>-</u>
BEGINNING NET POSITION, AS RESTATED	<u><u>\$ 23,005,462</u></u>

REQUIRED SUPPLEMENTARY INFORMATION

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND

For the Year Ended December 31, 2023

	Original and Final Budget	Actual
REVENUES		
Taxes		
Property taxes	\$ 14,828,000	\$ 14,885,563
Intergovernmental		
Replacement taxes	384,000	325,194
Grants	114,572	101,540
Charges for services		
Fines	41,600	62,603
Investment income	5,000	428,306
Miscellaneous income	191,400	204,861
	<u>15,564,572</u>	<u>16,008,067</u>
EXPENDITURES		
Culture and recreation		
Administration	13,248,152	12,410,922
Building	622,233	552,389
Book and library materials	2,076,831	1,855,268
Capital outlay	98,590	596,270
Debt service		
Principal	-	143,012
Interest and fiscal charges	-	13,296
	<u>16,045,806</u>	<u>15,571,157</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>(481,234)</u>	<u>436,910</u>
OTHER FINANCING SOURCES (USES)		
Transfers in	-	3,000,000
Proceeds from SBITA issuance	-	526,655
	<u>-</u>	<u>3,526,655</u>
NET CHANGE IN FUND BALANCE	<u>\$ (481,234)</u>	<u>3,963,565</u>
FUND BALANCE, JANUARY 1		11,963,108
Change in accounting principle		(145,246)
FUND BALANCE, JANUARY 1, AS RESTATED		<u>11,817,862</u>
FUND BALANCE, DECEMBER 31		\$ 15,781,427

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF CHANGES IN THE EMPLOYER'S
TOTAL OPEB LIABILITY AND RELATED RATIOS
OTHER POSTRETIREMENT BENEFIT PLAN**

Last Six Fiscal Years

MEASUREMENT DATE DECEMBER 31,	2018	2019	2020	2021	2022	2023
TOTAL OPEB LIABILITY						
Service cost	\$ 9,231	\$ 16,755	\$ 22,503	\$ 18,970	\$ 29,643	\$ 26,388
Interest	10,210	13,891	11,443	5,774	5,581	16,848
Changes in assumptions	(16,812)	71,130	24,911	5,860	(66,358)	12,247
Benefit changes	-	-	(47,757)	-	-	-
Differences between expected and actual experience	53,226	-	(120,301)	-	170,776	-
Benefit payments	(14,604)	(18,959)	(30,009)	(6,491)	(25,335)	(28,679)
Net change in total OPEB liability	41,251	82,817	(139,210)	24,113	114,307	26,804
Total OPEB liability - beginning	307,044	348,295	431,112	291,902	316,015	430,322
TOTAL OPEB LIABILITY - ENDING	\$ 348,295	\$ 431,112	\$ 291,902	\$ 316,015	\$ 430,322	\$ 457,126
Covered-employee payroll	\$ 4,705,766	\$ 4,846,939	\$ 4,658,129	\$ 4,797,873	\$ 5,093,562	\$ 5,246,369
Employer's total OPEB liability as a percentage of covered-employee payroll	7.40%	8.89%	6.27%	6.59%	8.45%	8.71%

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

There was a change in assumptions related to the discount rate in 2019.

There were changes in assumptions related to the discount rate, mortality rates, and healthcare cost trend rates in 2020.

There were changes in assumptions related to the discount rate in 2021.

There were changes in assumptions related to the discount rate and healthcare cost trend rates in 2022.

There were changes in assumptions related to the discount rate in 2023.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

SCHEDULE OF EMPLOYER CONTRIBUTIONS
ILLINOIS MUNICIPAL RETIREMENT FUND

Last Nine Fiscal Years

MEASUREMENT DATE DECEMBER 31,	2015	2016	2017	2018	2019	2020	2021	2022	2023
Actuarially determined contribution	\$ 3,159,698	\$ 3,257,572	\$ 3,170,250	\$ 876,141	\$ 694,837	\$ 916,188	\$ 743,914	\$ 775,222	\$ 602,721
Contributions in relation to the actuarially determined contribution	3,168,474	3,257,572	3,170,250	877,582	704,063	916,188	858,812	816,877	922,862
CONTRIBUTION DEFICIENCY (EXCESS)	\$ (8,776)	\$ -	\$ -	\$ (1,441)	\$ (9,226)	\$ -	\$ (114,898)	\$ (41,655)	\$ (320,141)
Covered payroll	\$ 24,380,386	\$ 24,924,034	\$ 25,690,842	\$ 6,887,899	\$ 7,102,344	\$ 7,248,323	\$ 7,153,022	\$ 7,454,057	\$ 7,747,058
Contributions as a percentage of covered payroll	13.00%	13.07%	12.34%	12.74%	10.14%	12.64%	12.01%	10.96%	11.91%

Notes to the Required Supplementary Information

The information presented was determined as part of the actuarial valuations as of January 1 of the prior fiscal year. Additional information as of the latest actuarial valuation presented is as follows: the actuarial cost method was entry-age normal; the amortization method was level percent of pay, closed, and the amortization period was 21 years; the asset valuation method was five-year smoothed fair value; and the significant actuarial assumptions were an investment rate of return at 7.25% annually, projected salary increases assumption of 2.85% to 13.75% compounded annually and postretirement benefit increases of 3.25% compounded annually.

Beginning December 31, 2018, the information above is presented for the Library only. Prior years include Village information.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF THE LIBRARY'S PROPORTIONATE
SHARE OF THE NET PENSION LIABILITY
ILLINOIS MUNICIPAL RETIREMENT FUND**

Last Nine Fiscal Years

MEASUREMENT DATE DECEMBER 31,	2014	2015	2016	2017	2018	2019	2020	2021	2022
Employer's proportion of net pension liability (asset)	26.15%	26.15%	26.15%	26.15%	26.15%	26.15%	26.15%	26.15%	26.15%
Employer's proportionate share of net pension liability (asset)	\$ 3,807,757	\$ 5,821,779	\$ 6,092,299	\$ 1,299,308	\$ 7,926,473	\$ 3,860,124	\$ 15,800	\$ (5,365,182)	\$ 5,994,948
Employer's covered payroll	5,073,649	6,231,627	6,370,583	6,566,068	6,887,899	7,102,344	7,248,323	7,153,022	7,454,057
Employer's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	75.05%	93.42%	95.63%	19.79%	115.08%	54.35%	0.22%	(75.01%)	80.43%
Plan fiduciary net position as a percentage of the total pension liability	90.96%	86.40%	86.35%	97.10%	83.82%	92.46%	99.97%	109.90%	89.34%

Prior to 2019, the Library was presented as a component unit of the Village. Beginning January 1, 2019, IMRF is presented as a cost-sharing plan with the Village. Information above for 2015 through 2018 is estimated based on the allocation used in 2019.

Ultimately, this schedule should present information for the last ten years. However, until ten years of information can be compiled, information will be presented for as many years as is available.

(See independent auditor's report.)

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

December 31, 2023

BUDGETS

Budgets are adopted on a basis consistent with GAAP. The budget is prepared for the General Fund and Capital Projects Fund by function and activity, and includes information on the past year, current year estimates, and requested appropriations for the next fiscal year. The proposed budget is presented to the Library Board of Trustees for review. This governing body holds public meetings and may add to, subtract from, or change appropriations. The budget may be amended by the governing body. State statutes and local ordinances require that the budget be approved before the beginning of the fiscal year.

Expenditures may not legally exceed budgeted appropriations at the fund level. There were no budget amendments made throughout the fiscal year.

INDIVIDUAL FUND SCHEDULES

MAJOR GOVERNMENTAL FUNDS

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND**

For the Year Ended December 31, 2023

	Original and Final Budget	Actual
EXPENDITURES		
Administration		
Salaries	\$ 8,897,352	\$ 8,317,862
Employee benefits	1,334,703	1,410,748
IMRF	934,166	935,259
Insurance - medical/life	14,900	14,329
Social Security and Medicare	667,506	612,746
Other employee benefits	46,564	22,679
Professional technical services	357,750	286,390
Office supplies	35,511	35,025
Contractual services	959,700	775,884
Total administration	<u>13,248,152</u>	<u>12,410,922</u>
Building		
Utilities	16,972	25,641
Maintenance	496,966	420,604
Equipment rental	4,270	2,268
Tools and equipment	62,023	58,325
Other property services	42,002	45,551
Total building	<u>622,233</u>	<u>552,389</u>
Books and Library Materials		
Library supplies	1,509,677	1,323,188
Other supplies	567,154	532,080
Total books and library materials	<u>2,076,831</u>	<u>1,855,268</u>
Capital outlay	<u>98,590</u>	<u>596,270</u>
Debt Service		
Principal	-	143,012
Interest and fiscal charges	-	13,296
Total debt service	<u>-</u>	<u>156,308</u>
TOTAL EXPENDITURES	<u><u>\$ 16,045,806</u></u>	<u><u>\$ 15,571,157</u></u>

(See independent auditor's report.)

NONMAJOR GOVERNMENTAL FUNDS

**ARLINGTON HEIGHTS MEMORIAL LIBRARY
ARLINGTON HEIGHTS, ILLINOIS**

**SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
CAPITAL PROJECTS FUND**

For the Year Ended December 31, 2023

	Original and Final Budget	Actual
REVENUES		
Investment income	\$ 7,500	\$ 25,451
Total revenues	7,500	25,451
EXPENDITURES		
Capital outlay	1,780,413	1,046,879
Total expenditures	1,780,413	1,046,879
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,772,913)	(1,021,428)
OTHER FINANCING SOURCES (USES)		
Transfers (out)	-	(3,000,000)
Total other financing sources (uses)	-	(3,000,000)
NET CHANGES IN FUND BALANCE	\$ (1,772,913)	(4,021,428)
FUND BALANCE, JANUARY 1		3,493,986
FUND BALANCE (DEFICIT), DECEMBER 31		\$ (527,442)

(See independent auditor's report.)

To: Board of Library Trustees
From: Mike Driskell
Date: June 18, 2024
Re: Authorization of Internet Content Filter Purchase

As discussed at the June 3 Committee of the Whole meeting, changes to Policy 6.003 Internet Access to include filtering of internet content at the library public computers and Wi-Fi were approved at the May board meeting. In order to enact changes to comply with the new policy, staff are proposing the purchase of an internet content filter.

Library staff have reviewed filtering options based on input from the Board of Library Trustees, library staff, other libraries and Arlington Heights residents. The following criteria were considered when reviewing potential filtering solutions:

- Granularity of filtering categories
- Ability to bypass the filter at the point of service
- Ability to add sites to *allow* and *block* lists
- Customizable block screen and message
- Ability to filter remote computers (Senior Center and Makerplace)

Staff have selected the Barracuda Web Security Gateway as the preferred filtering device. This device meets all the requirements and is used by many other filtering libraries. AHML currently utilizes Barracuda products for spam filter, email archiving, and website security, and have been very pleased with the equipment and support.

The cost of the new firewall will be \$11,565 for the first year and approximately \$4,100 per year after to cover updates and support. This is an unbudgeted expense for 2024 and exceeds the \$10,000 authority threshold of the executive director.

Suggested motion: The Board of Library Trustees authorizes the purchase of the Barracuda Web Security Gateway for internet content filtering for an amount not to exceed \$11,565.

To: Board of Library Trustees
From: Michael Driskell and Gary Leclair
Date: June 18, 2024
Re: Authorization of Library Vehicle Purchase

As discussed at the June 3 Committee of the Whole meeting, with the addition of 24/7 pickup lockers on the north and south sides of Arlington Heights, and additional outreach commitments throughout the village, staff would like to purchase a new outreach vehicle.

The library's current vehicle used for outreach events is a 2010 Ford Transit Connect XLT Van. Soon, staff will be using the van for drop box pickups and locker replenishment in addition to outreach, adding to the competition for its use. The current van holds four people and has a small cargo area, making it inadequate for our typical outreach tent and table setup. While the van only has 22,600 miles on it, it is becoming less reliable for the library as our sole outreach vehicle due to its age.

Staff propose to purchase a new vehicle with a larger cargo capacity and additional seating. The proposed vehicle is a 2024 Chrysler Pacifica minivan. This van includes three rows of seating, accommodates seven passengers, and is flexible in its seating configuration. The two rear rows of seating are stowable in the floor, creating a cargo area that can easily accommodate our typical outreach needs.

If approved, the minivan will be purchased under a state contract. The contract holder and dealer we will purchase from is Bob Ridings Fleet Sales in Taylorville, IL. The cost of the new vehicle is \$43,575 including delivery. Staff will contract with a local signage/design firm to have the van wrapped and branded after purchase. The cost for the wrap will be approximately \$5,000. Any impact to our insurance premiums would be minimal for a vehicle of this cost.

This additional vehicle purchase was budgeted at \$50,000 in the 2024 budget.

Suggested motion: The Board of Library Trustees approves the purchase of a 2024 Chrysler Pacifica with a purchase amount not to exceed \$43,575 plus registration and licensing fees.

**Bob Ridings Fleet Sales
Todd Crews, Fleet Sales Mgr.
931 Springfield Rd
Taylorville IL 62568**

Ph. 217-824-2207

Email toddfleet@aol.com

Fax 217-824-4252

Thursday, May 30, 2024

GARY LECLAIR
ARLINGTON HEIGHTS LIBRARY
500 N DUNTON
ARLINGTON HEIGHTS, IL 60004

Dear Gary:

Thank you for your inquiry about our Fleet Sales Program, please accept this letter as our bid. We are pleased you are again considering us for your new van, note that Bob Ridings has ordered a few extras to be here for approximately July/Aug delivery. This is in association with our **State of IL Contract 22-416CMS-BOSS4-P-40356**. Availability is limited and subject to prior sale so reserve ASAP if desired. Note THIS PROPOSAL LETTER IS NOT AN ORDER, you must issue a purchase order to confirm. Contact me with any questions and thanks,

- 1 **2024 Chrysler Pacifica Touring L 7 Passenger Minivan (RUCH53) TOURING L**
Includes all Touring L Standard Equipment, Package (27L)
UPGRADE to Touring L Pkg, Includes Upgraded exterior and Interior trim, including
Leatherette Seats, Heated Front Seats, Super Console with expanded storage & lighting
3.6 Litre V6 w/9spd Automatic
P235/65R17 All Season Tires w/Aluminum Wheels, **NO SPARE** Tire (includes mobility kit)
Front & Rear Air & Heat w/3 Zone Controls
Vehicle Stability Enhancement System Driver, Front Passenger & Rear side curtain air bags
Power Windows/Locks/Mirrors/Keyless Remote Cruise Control & Tilt Wheel
Power Sliding Side Doors w/Child Locks & Power Windows
Rear Liftgate w/Fixed Glass, Wiper & Defroster Privacy Glass Side & Rear Windows
Front Bucket Seats, 2nd Row Bucket, 3rd Row Split Bench (2nd and 3rd Row Stowable in Floor)
AM/FM w/UConnect Bluetooth w/7" Touchscreen Control Rearview Camera
(PW7) White Ext, (SJX7) Black/Gray Leatherette Interior, Carpeted Floor w/Mats

BASE COST \$43,280.00
Delivery to your Location \$295.00
New Municipal Title & Lic \$223.00

YOUR TOTAL, P/O # Pending \$43,798.00

NOTE if this outline is incorrect in any way please call me IMMEDIATELY to correct it.
Please contact me with any questions and thanks for your business!

Sincerely,

Todd Crews
Fleet Sales Manager

To: Board of Library Trustees

From: Michael Driskell

Date: June 18, 2024

Re: Authorization to Engage Consultant for Bookmobile Design Services

As discussed at the June 3 Committee of the Whole meeting, the library is committed to providing the bookmobile outreach service to the community of Arlington Heights. While the bookmobile helps to satisfy all three of the library's strategic goals, it specifically helps to strengthen the library's service outside its walls.

The library's current bookmobile is the fourth bookmobile owned by the library and was purchased in 2009 for \$273,859. It is a Thomas built bus, thirty-five feet in length, with interior shelving built by Matthews Specialty Vehicles.

Over the past couple of years, our bookmobile service has suffered from higher-than-normal maintenance downtime and costs as a result of the aging vehicle. To maintain the high standards of outreach service in the Arlington Heights community, the time to plan for a new vehicle is upon us. It takes approximately 12 – 24 months for a new bookmobile to be manufactured after the order is placed.

Because a bookmobile is such a large investment and because reliable service to the community is a high priority, staff would like to hire a consultant to assist in purchasing a bookmobile. Staff propose to engage with Specialty Vehicle Services (SVS) to understand options and features available to us, develop the specifications to best fit our community, analyze the request for proposal, and oversee the construction of a new bookmobile. Starting this process now will give us information for budget and timeline, allowing us to plan accordingly in the upcoming budget process.

SVS was the consultant used in 2008 to design and procure the current bookmobile. Staff were pleased with the work of SVS. The proposal for design services from SVS totals \$23,900. The 2024 budget includes \$25,000 for bookmobile consultant services.

Suggested motion: The Board of Library Trustees authorizes to engage with Specialty Vehicle Services for bookmobile design services for an amount not to exceed \$23,900.

To: Board of Library Trustees
From: Traci Sara and Michael Driskell
Date: June 18, 2024
Re: Adoption of 2025 Budget Targets

As discussed at the June 3 Committee of the Whole meeting, we presented the budget targets that will be used in the preparation of the 2025 budget. Targets are once again divided into categories based on who has the responsibility for setting the target: the board, staff, Village of Arlington Heights, federal government and the market.

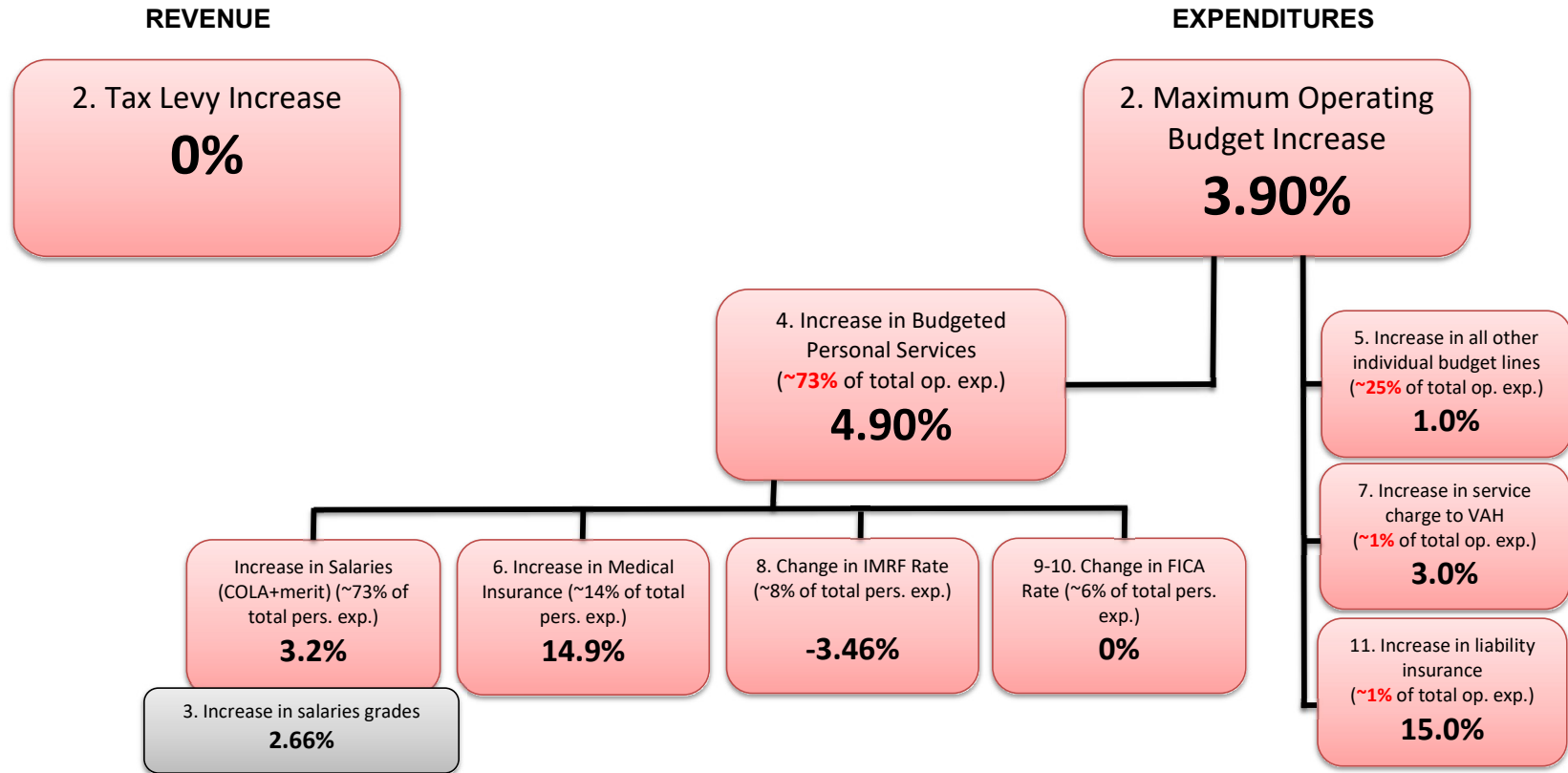
- Information received from the Village is preliminary and could change.
- The estimated increase for liability insurance from LIRA and the estimated increase for medical insurance from HUB are also preliminary.
- The Long-Range Fiscal Plan will change continually with the budget drafts. Estimates are based on historical data as well as the listed assumptions.
- The Capital Project listing is variable, and it will change during the budget process as projects and requests are prioritized.
- A 3.2% maximum increase in salary grades is an estimate and includes the current estimate of 2.66% for the 2025 cost of living adjustment (COLA). An updated number will be available in August 2024.

Suggested motion: **The Board of Library Trustees adopts the 2025 Budget Targets with updated information to be included as it becomes available.**

Arlington Heights Memorial Library
BUDGET TARGETS FOR 2025

	<u>CY 2021</u>	<u>CY 2022</u>	<u>CY 2023</u>	<u>CY 2024</u>	<u>CY 2025</u>		
REVENUE							
SET BY BOARD OF LIBRARY TRUSTEES							
1. Target for tax levy increase on previous year's levy	0%	0%	0%	0%	0%	a	a - Set per Board action following review and recommendation of Long Range Fiscal Plan (LRFP).
EXPENDITURES							
SET BY STAFF							
2. Maximum Operating Budget increase (excludes Property)	2.50%	2.90%	5.20%	4.00%	3.90%	b	b - This target excludes expenditures in the General Fund's property area (non-capitalized fixed assets) as well as all expenditures in the Capital Projects Fund. [Max. Operating Budget = General Fund Total - Property]
3. Maximum increase in salary grades	5.06%	4.20%	8.60%	3.10%	2.66%	c	c - Based on first-quarter Consumer Price Index (CPI) data from the U.S. Bureau of Labor Statistics which points to a 2.66% cost-of-living adjustment (COLA) in 2024, overall salary grades are estimated to have a <i>range</i> increase of 2.66%. The increase is based on estimates and assumptions in association with HR Source Data and Social Security's COLA which will be finalized and announced in Q4 2024.
4. Increase in Budgeted Personal Services not to exceed	0.0%	3.5%	5.8%	4.9%	4.9%	d	d - Total includes merit increases plus fringe increases.
5. Maximum increase for individual budget lines	1.0%	1.0%	1.0%	1.0%	1.0%	e	e - An increase above this target requires an approved add-on request.
SET BY VILLAGE							
6. Increase in medical insurance not to exceed	5.0%	6.0%	8.0%	10.3%	14.9%	f	f - Preliminary estimate based on discussions HUB, pending further rate negotiations with the carriers on our behalf. Current blended increase estimate is 12.9%, plus 2 pts. internally to adjust for the mix of AHML staff selections which tend towards higher cost plans.
Employee medical insurance - Actuals through 2024	\$ 1,386,400	\$ 1,325,800	\$ 1,400,500	\$ 1,662,200	\$ 1,909,868	g	g - Employee contribution will remain at 14% (vs. 12% in 2021 and prior); 2% contingency for both Medical/Rx and Dental is built in to the health insurance target.
7. Service Charge Paid to VAH under Terms of Intergovernmental Agreement - Actuals through 2024	\$ 129,267	\$ 135,000	\$ 138,000	\$ 138,000	\$ 142,140	h	h - Estimated 0-3% annual increase from VAH for services including medical benefit administration, payroll, cash investments, Chase bank reconciliations, pooled cash, OPEB management, IMRF management, AP check processing, and accounting software.
8. IMRF Rate for Fiscal Year not to exceed	12.54%	12.54%	11.47%	11.47%	8.01%	i	i - Set by the Village based on IMRF recommendation. No additional voluntary contribution to adjust for the assumed rate of return is planned for 2025.
SET BY GOVERNMENT							
9. Social Security	6.20%	6.20%	6.20%	6.20%	6.20%	j	j - Employer's portion of mandatory FICA taxes for the Social Security and Medicare programs. Employers and employees split the tax, each paying a total of 7.65% of income for a total FICA contribution of 15.3%. Rates have remained unchanged for many years.
10. Medicare	1.45%	1.45%	1.45%	1.45%	1.45%	j	
SET BY MARKET							
11. Liability Insurance - Actuals through 2024	\$ 133,149	\$ 143,833	\$ 144,374	\$ 170,014	\$ 195,516	k	k - Based on information provided during our November 2023 renewal meeting and confirmed by LIRA, we continue to be in a very hard insurance market due to more frequent catastrophic events and climbing reinsurance rates impacting the property market. Excess liability costs are also rising. Due to these factors, the current estimated increase is 9-15%. LIRA will provide a budget recommendation in July 2024.

Arlington Heights Memorial Library
BUDGET TARGETS FOR 2025



To: Board of Library Trustees

From: Michael Driskell

Date: June 18, 2024

Re: Review Issuance of Nonresident Library Cards and Approval of
Nonresident Card Fee

As discussed at the June 3 Committee of the Whole meeting, the Arlington Heights Memorial Library provides a nonresident fee card option under the provisions of Public Act 92-1066, Section 3055.

A nonresident is defined by the act as an individual residing in an area not taxed for public library service. A summary of the law's main aspects includes the following:

- Nonresident library cards must be purchased at the closest participating public library. The Illinois Administrative Code states, "Nonresidents shall apply at the participating public library in the school district in which the nonresident has his or her principal residence unless, due to the commonality of community interests, library services at another library that is physically closer may better serve the needs of the nonresident."
- Nonresident library cards are valid at all participating libraries in Illinois.
- Nonresident cardholders are entitled to the same borrowing privileges and services as resident cardholders.

Each June, the Board of Library Trustees affirms its commitment to continue to offer a nonresident fee card option. To date, one nonresident fee card has been purchased while one additional card has been supplied to a minor at no charge in alignment with Public Act 102-0843.

AHML's Fee Card

The state library specifies three ways to calculate the fee for a nonresident card.

General Mathematical Formula: This method calculates one consistent cost for all non-resident customers based on the average taxes paid to the library per household by Arlington Heights residents. The library has traditionally used the “General Mathematical Formula” to determine the library’s fee.

Tax Bill Method: This method provides a different cost per non-resident customer based on rental cost or property tax and the library tax rate. The property owner or renter would pay the same amount as would be paid if the property were in the library service area. Using this method requires customers to produce their most recent tax bill, rental payment receipt or canceled rent check. This method is more cumbersome for customers and staff and was piloted by the library in 2009. Based on the results, the General Mathematical Formula method was determined to be the preferred method and has since been used.

Adoption of the Average Non-Resident Fee in the System Area: In public library service areas with a disproportionately large share of the property valuation in agricultural, industrial, mining, commercial or other non-residential property, the library board of trustees may ask the Director of the Illinois State Library for authorization to adopt as its non-resident fee the average non-resident fee in the system in which the library is located. This method does not apply to our community and is not considered a viable option.

Staff recommend continuing the use of the General Mathematical Formula.

Using the General Mathematical Formula method, the fee for the nonresident card is determined by dividing the library’s income from local government sources (2023 local government sources: \$15,312,297) by the Arlington Heights population (77,676) to determine the cost of service per capita. The per capita figure is multiplied by the average number of persons per Arlington Heights household (2.42) to arrive at the fee for the nonresident card.

Using the General Mathematical Formula method, the new nonresident library card fee would be \$477, effective July 1, 2024, through June 30, 2025. The worksheet for the calculation is attached. It also includes a history of the library’s fee for the nonresident fee card.

To make the purchase of this card more accessible to customers, we provide the option of a 6-month non-resident card term and provide cards to unincorporated minors at no charge in alignment with Public Act 102-0843.

Suggested motion: The Board of Library Trustees affirms its continued commitment to offering a nonresident library card option under Public Act 92-0166 and sets the annual fee for the card, using the General Mathematical Formula method, at \$477 effective July 1, 2024, through June 30, 2025.

DATE: 06/03/2024

LIBRARY: Arlington Heights Memorial

WORKSHEET FOR ILLINOIS PUBLIC LIBRARY NONRESIDENT FEES

1. What is your present nonresident fee, if you provide for one?

General Mathematical Formula

2. Use the general mathematical formula to calculate a fee by following these steps:

- a. Population of your library community. (2010 or later census)

77,676

- b. Library income from local government sources. (Exclude federal revenue-sharing funds)

\$15,312,297

- c. Per capita support for your library. (Divide your library income from #2b by your population)

\$197.13

- d. Calculate the minimum non-resident fee for a household card (multiply the per capita figure by the figure for the size of the average household in your community) (2.42 – based on 2020 Census)

\$477.05

3. Is your present nonresident fee at least equal to the minimum derived by this formula?

No

4. Do you intend to compute fees on an individual basis as defined in the Procedures?

No

5. Will you request authorization to adopt the average nonresident fee of your system as explained in the Procedures?

No

6. If a new nonresident fee is required what will it be?

\$477

History:

2023- \$474

2020- \$447

2017- \$439

2022- \$442

2019- \$442

2016- \$430

2021- \$454

2018- \$441

2015- \$426