

## June 21st, 2022 Board Meeting

agenda

<u>item</u>	<u>DOCUMENT</u>	<u>Section</u>
<b>1,2</b>	<b>CTO, Additions (2 minutes)(7:02pm)</b>	
	Document Summary	1A
	Agenda	2A-2B
<b>3</b>	<b>Opportunity to Address Board (5 minutes per community member)(7:07pm)</b>	
<b>4</b>	<b>Consent Agenda</b>	
	Minutes of May 17th, 2022 Board of Trustees Meeting (action)(5 minutes)(7:12pm)	3A-3B
<b>5</b>	<b>Financial Reports (White and Yellow) (5 minutes)(7:17pm)</b>	
	May Detailed Revenue & Expense Report (action)	4A-4E
	May Detailed Balance Sheet (action)	5A-5C
<b>6</b>	<b>Approval of Checks (Green) (5 minutes)(7:22pm)</b>	
	May Check Disbursement Report (action)	6A-6F
<b>7</b>	<b>Committee Reports (10 minutes)(7:32pm)</b>	
<b>8</b>	<b>New Business</b>	
	VOTELB Document (5 minutes)(7:37pm)(action)	7A
<b>9</b>	<b>Old Business</b>	
	Capital Project Update/Coordinator's Report (5 minutes)(7:42pm)	
<b>10</b>	<b>Director's Report (5 minutes)(7:47pm)</b>	
	Librarian's Narrative Report	8A-8B
<b>11</b>	<b>Executive Session(s)</b>	
<b>12</b>	<b>Any and All Other Business ...</b>	
<b>13</b>	<b>Adjournment (1 minute)(7:48pm)</b>	
<b>14</b>	<b>Attachments</b>	
	May 2022 Statistics	9

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting**  
**Tuesday, June 21<sup>st</sup>, 2022 at 7:00 PM**  
123 E. Scranton Ave, Lake Bluff, IL 60044

**NOTICE: Due to the COVID-19 emergency, this meeting will be held primarily virtually pursuant to Section 7(e) of the Open Meetings Act. Members of the public may view and participate in the meeting remotely via:**

Join Zoom Meeting

<https://us06web.zoom.us/j/87614671438?pwd=eGJhSVNpUzJxOWJZM3hCN1RVY0dJQT09>

Meeting ID: 876 1467 1438

Passcode: 962401

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Find your local number: <https://us06web.zoom.us/j/87614671438?pwd=eGJhSVNpUzJxOWJZM3hCN1RVY0dJQT09>

As required by law, at least one representative from the Library will be present at the Library and the virtual meeting will be simulcast for any members of the public who do not wish to view the virtual meeting from another location. Prior notification of intention to attend is not required but is appreciated. Questions related to the Library agenda can be sent before or during the meeting to Eric Bailey [ebailey@lakeblufflibrary.org](mailto:ebailey@lakeblufflibrary.org) The meeting will be recorded, with the recording made available through the Library's website. For any questions, please contact Library Director Eric Bailey at 847-234-2540 xt 110 or [ebailey@lakeblufflibrary.org](mailto:ebailey@lakeblufflibrary.org)

1. **Call to Order (7:00pm)**
2. **Additions & Corrections to the Agenda (2 minutes)(7:02pm)**
3. **Opportunity for Public to Address the Board (5 minutes)(7:07pm)** (limit 5 minutes per person per meeting)
4. **Approval of Minutes**
  - a. Approval of Minutes of May 17<sup>th</sup>, 2022 Board Meeting **(action)(5 minutes)(7:12pm)**
5. **May 2022 Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:17pm)**
  - a. May Detailed Revenue & Expense Report
  - b. May Detailed Balance Sheet
6. **Approval of checks (action)(5 minutes)(7:22pm)**
  - a. May Monthly Checks (15227-15232, 15234-15256)**(action)**
7. **Committee Reports (10 minutes)(7:32pm) (Met)**
  - a. Building and Grounds Committee (**MEMBERS:** Jerch, Meierhoff, and Shaul.)
  - b. Campaign Planning Committee (AD HOC) (**MEMBERS:** Heintzelman, Meierhoff, and Jerch.)
  - c. Community Engagement Committee (**MEMBERS:** Graziano and Jerch.)
  - d. Finance Committee (**MEMBERS:** Hayes, Meierhoff, and Zaute.)
  - e. Human Resources Committee (**MEMBERS:** Graziano, Jerch, and Shaul.)
  - f. Long Range Planning Committee (**MEMBERS:** Hayes, Heintzelman, and Zaute.)
  - g. Technology Committee (**MEMBERS:** Hayes, Shaul, and Zaute.)

**(Did Not Meet)**

  - h. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
  - i. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Jerch and Graziano.)
8. **New Business**
  - a. VOTE LB Document **(5 minutes)(7:37pm)(action)**
9. **Old Business**
  - a. Capital Project Update/Coordinator's Report **(5 minutes)(7:42pm)**
10. **Director's Report (5 minutes)(7:47pm)**
  - a. Director's Narrative Report

**11. Executive Session(s)**

- a. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (21)
- b. To discuss the appointment, compensation, discipline, performance or dismissal of specific employees of the public body in compliance with the Open Meetings Act 5 ILCS 120/2 (c) (1)

**12. Any and all other business which may properly come before the Board****13. Adjournment (1 minute)(7:48pm)****Attachments:**

Statistics for May 2022

VOTE LB Document

**Upcoming Board Meetings: July 19, August 16, and September 20, 2022.**

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting Minutes**  
**Tuesday, May 17, 2022 at 7:00 PM**  
 123 E. Scranton Ave, Lake Bluff, IL, 60044

Notice: This meeting of the Lake Bluff Library Trustees was held via Zoom. This method is authorized by Executive Order of the Governor (COVID-19 Executive Order No. 5, March 16, 2020). Guidelines and access codes were published prior to the meeting so that members of the public could log in.

1. **Call to Order:** Library Director Eric Bailey called the meeting to order at 7:03 pm. Present were Trustees Kathy Meierhoff, Bonnie Shaul, Matt Zaute, Jon Heintzelman and Jenny Graziano. Bill Hayes joined at 7:11pm. Also present were Library Employees Jillian Chapman, Anna Fifhouse, Katie Horner and Eliza Jarvi.
2. **Additions & Corrections to the Agenda:** There were none.
3. **Election of Secretary Pro Tempore:** Bonnie Shaul volunteered to serve as Secretary Pro Tempore. All voted aye.
4. **Election of Board Officers and Selection of Committee Members** The following individuals were elected by the board to serve as officers; all voted aye.
  - President: Kathy Meierhoff
  - Vice President: Bonnie Shaul
  - Treasurer: Bill Hayes
  - Secretary: Janie Jerch

Committees were formed as follows, with the directive that each committee is to meet and elect a Chair. Jerch moved and Zaute seconded a motion for the following committee membership. As the Campaign Planning Committee is an ad hoc committee, its membership was not elected.

**Building and Grounds:** Jerch, Meierhoff, Shaul  
**Community Engagement:** Graziano, Jerch  
**Human Resources:** Graziano, Jerch, Shaul  
**Long Range Planning:** Hayes, Heintzelman, Zaute

**Bylaws and Policy:** Jerch, Meierhoff  
**Finance:** Hayes, Meierhoff, Zaute  
**Intergovernmental:** Bailey, Graziano, Jerch  
**Technology:** Hayes, Shaul, Zaute

4. **Approval of Minutes:** Zaute moved and Meierhoff seconded a motion to approve the April 19, 2022 minutes; all voted aye.
5. **Apr 2022 Financial Reports:** No additional tax revenue was received in April. The full fiscal year 2021-2022 (FFY) amount received is 100.23% of expectation. Additionally, passport revenue for the FFY was \$20,802. Many thanks to the Library Staff who have developed and operationalized this new revenue stream. FFY Revenues, less FFY Expenses support an estimated \$30-35,000 addition to the Library reserve fund. Hayes moved and Heintzelman seconded a motion to approve the Apr 2022 Financial Reports; all voted aye.
6. **Approval of Apr 2022 Checks:** All checks issued were for usual and customary expenses. Jerch moved and Heintzelman seconded a motion to approve checks numbered 15172, 15174-15226; all voted aye.
8. **Committee Reports (membership shown is as of FY 21-22) :**
  - a. **Building & Grounds Committee:** (Chair: Jerch, Members: Meierhoff, Shaul) Committee met twice over the last four weeks to explore early design concepts should the Library be able to expand into the Wood Building. The Lake Bluff History Museum is doing the same for the vacant building across the street from the Library.
  - b. **Campaign Planning Committee (AD HOC)** (Chair: Meierhoff, Members: Heintzelman and Jerch) Efforts have been newly focused on working with the LB History Museum to obtain cost estimates for possible Library expansion and History Museum relocation to determine a joint capital fundraising goal.

**c. Technology Committee:** (Chair: Zaute, Members: Hayes, Shaul) Committee met to summarize and prioritize findings from visiting neighboring libraries. Several items noted were completed or are underway at LBPL. About three were removed from the list as not applicable/feasible and approximately 20 have been assigned to Library Staff or Trustees for further consideration. All agreed that the visits to neighboring libraries should happen on a regular interval.

**(Did Not Meet)**

**d. Intergovernmental Committee** (Chair: Bailey, Members: Jerch and Graziano)

**e. Finance Committee:** (Chair: Hayes, Members: Meierhoff, Zaute)

**f. Human Resources Committee:**

**g. Bylaw & Policy Committee:** (Chair: Meierhoff, Members: Heintzelman)

**h. Long Range Plan Committee:** (Chair: Heintzelman, Members: Hayes, Zaute).

**i. Community Engagement:** (Chair: Graziano, Members: Jerch)

**9. New Business:**

**a. Amendment to User Behavior Policy:** Heintzelman moved and Zaute seconded a motion to amend the policy to make the service animal portion consistent with the American with Disabilities Act; all voted aye.

**b. Amendment to the Circulation Policy:** Meierhoff moved and Hayes seconded a motion to formalize the current practice and add a statement to the Circulation Policy that fines and fees paid to the Library are nonrefundable; all voted aye.

**c. Resolution Adopting Prevailing Wage Ordinance :** Zaute moved and Heintzelman seconded the annual renewal to pay prevailing wages; all voted aye.

**d. Nonresident Card Program Participation:** Zaute moved and Hayes seconded the motion to provide non-residents a Library card; all voted aye.

**10. Old Business:**

**a. Capital Project Update/Coordinator's Report:** Committee met with the Friends of Lake Bluff Library. At this time, they are not interested in combining fundraising efforts with our Capital Planning Committee.

**11. Director's Report Highlights**

- Congratulations to Katie Horner, Head of Circulation and Reference, whose article for Public Libraries magazine was elected as the first place winner in their annual Feature Article Contest. Here is a link to Katie's article: <http://publiclibrariesonline.org/2022/01/we-can-do-better-best-and-worst-practices-for-managers-responding-to-sexual-harassment-claims/>

Fiscal Year 2021-2022 Circulation Statistics:

- FY 21-22 Total Circulation: **4.4% increase** vs. FY 18-19 (pre-pandemic), with over 100,000 items circulated
- FY 21-22 Physical Circulation: 7.5% decrease vs. FY '18-19
- FY 21-22 Digital Circulation: 90.3% increase vs. FY '18-19 (yes, 90% increase!!)
- Digital Circulation as % of Total Circulation Trend
  - FY18-19: **12.1%**      FY19-20: **18.3%**      FY20-21: **39.8%**      FY21-22: **22.1%**

**12. Executive Session:** There was none.

**13. Any and All Other Business which may properly come before the Board:** There was none.

**14. Adjournment:** At 8:21pm, Jerch moved and Heintzelman seconded a motion to adjourn; all voted aye.

Respectfully Submitted,

Bonnie J. Shaul

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

GL NUMBER	DESCRIPTION	PERIOD ENDING 05/31/2022		YTD BALANCE 05/31/2022 NORM (ABNORM)	YTD BALANCE 05/31/2021 NORM (ABNORM)	2022-23 AMENDED BUDGET	% BDGT USED
		ACTIVITY FOR MONTH 05/31/22 INCR (DECR)	ACTIVITY FOR MONTH 05/31/21 INCR (DECR)				
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Revenues							
Dept 300 - REVENUE							
PROPERTY TAX							
080-300-30000	PROPERTY TAX REVENUE	0.00	63,930.08	0.00	63,930.08	1,032,715.00	0.00
PROPERTY TAX		0.00	63,930.08	0.00	63,930.08	1,032,715.00	0.00
SERVICES							
080-300-34235	PHOTO-COPY CHARGES	102.47	82.03	102.47	82.03	2,000.00	5.12
080-300-34250	NON-RESIDENT FEES	348.90	143.43	348.90	143.43	6,000.00	5.82
080-300-34260	PASSPORT FEES	2,595.70	539.75	2,595.70	539.75	15,000.00	17.30
SERVICES		3,047.07	765.21	3,047.07	765.21	23,000.00	13.25
FINES							
080-300-35700	RENTAL FINES	59.11	101.11	59.11	101.11	1,000.00	5.91
FINES		59.11	101.11	59.11	101.11	1,000.00	5.91
MISCELLANEOUS REVENUE							
080-300-37000	VILLAGE CONTRIBUTION	0.00	0.00	0.00	0.00	10,233.00	0.00
080-300-37010	VLIET OPERATING COST CONTRIB	0.00	0.00	0.00	0.00	790.00	0.00
080-300-37020	SCHOOL DIST 65 IGA	0.00	0.00	0.00	0.00	1,550.00	0.00
080-300-38310	CONTRIBUTIONS/DONATIONS	0.00	14.30	0.00	14.30	0.00	0.00
080-300-38850	LICENSE RENEWALS	(1.50)	0.00	(1.50)	0.00	1,000.00	(0.15)
080-300-38900	MISCELLANEOUS INCOME	312.49	247.18	312.49	247.18	25,000.00	1.25
MISCELLANEOUS REVENUE		310.99	261.48	310.99	261.48	38,573.00	0.81
INTEREST EARNINGS							
080-300-37500	INTEREST EARNINGS	226.26	9.69	226.26	9.69	250.00	90.50
INTEREST EARNINGS		226.26	9.69	226.26	9.69	250.00	90.50
Total Dept 300 - REVENUE		3,643.43	65,067.57	3,643.43	65,067.57	1,095,538.00	0.33
TOTAL REVENUES		3,643.43	65,067.57	3,643.43	65,067.57	1,095,538.00	0.33
Expenditures							

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

		PERIOD ENDING 05/31/2022					
GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2022-23 AMENDED BUDGET	% BDGT USED
		MONTH 05/31/22 INCR (DECR)	MONTH 05/31/21 INCR (DECR)	05/31/2022 NORM (ABNORM)	05/31/2021 NORM (ABNORM)		
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Expenditures							
Dept 603 - LIBRARY ADMINISTRATION							
SALARIES							
080-603-40025	LIBRARIAN SALARIES	15,058.80	12,465.95	15,058.80	12,465.95	210,000.00	7.17
080-603-40030	STAFF SALARIES	30,011.12	30,569.85	30,011.12	30,569.85	368,000.00	8.16
SALARIES		45,069.92	43,035.80	45,069.92	43,035.80	578,000.00	7.80
BENEFITS							
080-603-40400	MEDICAL INSURANCE	0.00	9,748.77	0.00	9,748.77	86,000.00	0.00
080-603-40900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	250.00	0.00
080-603-40970	EMPLOYER FICA TAX	3,395.77	3,240.54	3,395.77	3,240.54	40,000.00	8.49
080-603-40980	IMRF RETIREMENT CONTRIBUTION	0.00	(3,420.54)	0.00	(3,420.54)	31,000.00	0.00
BENEFITS		3,395.77	9,568.77	3,395.77	9,568.77	157,250.00	2.16
CONTRACTS							
080-603-41000	MAINTENANCE-BUILDING	3,804.50	4,126.50	3,804.50	4,126.50	34,000.00	11.19
080-603-41020	ELEVATOR MAINTENANCE	230.00	230.00	230.00	230.00	1,500.00	15.33
080-603-41050	MAINTENANCE-GROUNDS	0.00	925.00	0.00	925.00	6,500.00	0.00
080-603-41300	COMPUTER SERVICES	3,500.00	3,660.00	3,500.00	3,660.00	14,000.00	25.00
080-603-41313	COPIER MAINTENANCE/SUPPLIES	204.00	581.64	204.00	581.64	4,000.00	5.10
080-603-41314	OTHER PROFESSIONAL/CONTRACTUAL	500.00	0.00	500.00	0.00	10,000.00	5.00
080-603-41350	LEGAL SERVICES	0.00	0.00	0.00	0.00	1,500.00	0.00
080-603-44810	PER CAPITAL GRANT EXPENDITURES	0.00	2,912.37	0.00	2,912.37	0.00	0.00
080-603-70000	CONTINGENCY	0.00	0.00	0.00	0.00	1,688.00	0.00
CONTRACTS		8,238.50	12,435.51	8,238.50	12,435.51	73,188.00	11.26
COMMODITIES							
080-603-42400	PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	3,000.00	0.00
080-603-42440	DUES	100.00	0.00	100.00	0.00	2,500.00	4.00
080-603-43230	UTILITIES	675.27	354.69	675.27	354.69	10,000.00	6.75
080-603-43300	POSTAGE	516.10	137.75	516.10	137.75	5,000.00	10.32
080-603-43410	PRINTING/E-NEWSLETTER	3,824.99	1,950.99	3,824.99	1,950.99	10,000.00	38.25
080-603-43550	OFFICE SUPPLIES	578.72	501.23	578.72	501.23	7,000.00	8.27
080-603-43660	MAINTENANCE SUPPLIES-BUILDING	65.73	79.50	65.73	79.50	1,500.00	4.38
080-603-43668	TECHNICAL SERVICES SUPPLIES	505.43	577.48	505.43	577.48	5,500.00	9.19
080-603-43700	HOSPITALITY PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	500.00	0.00
080-603-43710	ADULT PROGRAM SUPPLIES	1,825.00	1,359.28	1,825.00	1,359.28	8,000.00	22.81
080-603-43720	JUVENILE PROGRAM SUPPLIES	1,580.00	1,077.74	1,580.00	1,077.74	7,000.00	22.57
080-603-43730	OUTREACH SUPPLIES	1,369.50	414.60	1,369.50	414.60	5,500.00	24.90
080-603-43740	TEEN PROGRAM SUPPLIES	0.00	0.00	0.00	0.00	1,250.00	0.00
COMMODITIES		11,040.74	6,453.26	11,040.74	6,453.26	66,750.00	16.54
PROGRAM EXPENSES							
080-603-46100	MISCELLANEOUS EXPENSES	100.00	(12.31)	100.00	(12.31)	1,000.00	10.00
PROGRAM EXPENSES		100.00	(12.31)	100.00	(12.31)	1,000.00	10.00



REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

		PERIOD ENDING 05/31/2022					
GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2022-23 AMENDED BUDGET	% BDGT USED
		MONTH 05/31/22 INCR (DECR)	MONTH 05/31/21 INCR (DECR)	05/31/2022 NORM (ABNORM)	05/31/2021 NORM (ABNORM)		
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Expenditures							
INTERFUND OUT							
080-603-71000	INTERFUND TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	16,000.00	0.00
080-603-71000	INTERFUND OUT	0.00	0.00	0.00	0.00	16,000.00	0.00
CAPITAL EQUIPMENT							
080-603-45000	ADULT NON-FICTION BOOKS	1,544.11	2,163.97	1,544.11	2,163.97	17,000.00	9.08
080-603-45100	ADULT FICTION BOOKS	3,084.40	2,464.41	3,084.40	2,464.41	15,500.00	19.90
080-603-45110	ADULT LARGE PRINT MATERIAL	0.00	0.00	0.00	0.00	600.00	0.00
080-603-45200	ADULT AUDIO VISUAL MATERIAL	647.17	543.59	647.17	543.59	15,500.00	4.18
080-603-45220	ADULT REFERENCE/E-REFER	7,649.12	2,433.38	7,649.12	2,433.38	20,000.00	38.25
080-603-45400	JUVENILE NON-FICTION	600.37	752.23	600.37	752.23	12,000.00	5.00
080-603-45410	PICTURE BOOKS, READERS	691.96	1,296.14	691.96	1,296.14	8,000.00	8.65
080-603-45420	JUVENILE FICTION	830.41	92.19	830.41	92.19	8,000.00	10.38
080-603-45430	JUVENILE AUDIO-VISUAL	157.24	164.97	157.24	164.97	3,000.00	5.24
080-603-45440	JUVENILE E-REFERENCE	0.00	0.00	0.00	0.00	2,000.00	0.00
080-603-45450	TEEN BOOKS	466.77	52.14	466.77	52.14	2,500.00	18.67
080-603-45460	E-BOOKS	1,314.20	1,404.99	1,314.20	1,404.99	19,000.00	6.92
080-603-45470	GRAPHIC NOVELS	0.00	253.14	0.00	253.14	750.00	0.00
080-603-45500	PERIODICALS	4,292.73	4,795.68	4,292.73	4,795.68	6,750.00	63.60
080-603-45510	VIDEO GAMES	323.91	283.81	323.91	283.81	3,500.00	9.25
080-603-45520	TRENDING TITLES	61.09	0.00	61.09	0.00	2,000.00	3.05
080-603-45600	PATRON & STAFF SOFTWARE	3,503.93	4,318.92	3,503.93	4,318.92	10,750.00	32.59
080-603-45610	LIBRARY AUTOMATION SOFTWARE	22,500.00	21,950.00	22,500.00	21,950.00	22,000.00	102.27
080-603-50100	LIBRARY FURNISHINGS	506.76	328.00	506.76	328.00	5,000.00	10.14
080-603-58100	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	19,000.00	0.00
080-603-58270	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	1,000.00	0.00
CAPITAL EQUIPMENT		48,174.17	43,297.56	48,174.17	43,297.56	193,850.00	24.85
CAPITAL BUILDING							
080-603-51200	EXT BUILDING IMPROVEMENTS	0.00	1,290.00	0.00	1,290.00	6,000.00	0.00
CAPITAL BUILDING		0.00	1,290.00	0.00	1,290.00	6,000.00	0.00
Total Dept 603 - LIBRARY ADMINISTRATION		116,019.10	116,068.59	116,019.10	116,068.59	1,092,038.00	10.62
TOTAL EXPENDITURES		116,019.10	116,068.59	116,019.10	116,068.59	1,092,038.00	10.62
Fund 080 - LAKE BLUFF PUBLIC LIBRARY:							
TOTAL REVENUES		3,643.43	65,067.57	3,643.43	65,067.57	1,095,538.00	0.33
TOTAL EXPENDITURES		116,019.10	116,068.59	116,019.10	116,068.59	1,092,038.00	10.62
NET OF REVENUES & EXPENDITURES		(112,375.67)	(51,001.02)	(112,375.67)	(51,001.02)	3,500.00	3,210.7

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

GL NUMBER	DESCRIPTION	PERIOD ENDING 05/31/2022		YTD BALANCE 05/31/2022 NORM (ABNORM)	YTD BALANCE 05/31/2021 NORM (ABNORM)	2022-23 AMENDED BUDGET	% BDGT USED
		ACTIVITY FOR MONTH 05/31/22 INCR (DECR)	ACTIVITY FOR MONTH 05/31/21 INCR (DECR)				
Fund 082 - LIBRARY GRANTS & GIFTS FUND							
Revenues							
Dept 300 - REVENUE							
GRANTS							
082-300-36200	GRANT REVENUE	0.00	0.00	0.00	0.00	1,000.00	0.00
082-300-36263	STATE PER CAPITA GRANT	0.00	0.00	0.00	0.00	8,439.95	0.00
	GRANTS	0.00	0.00	0.00	0.00	9,439.95	0.00
MISCELLANEOUS REVENUE							
082-300-38300	UNRESTRICTED DONATIONS/CONTRIB	6.16	0.00	6.16	0.00	15,000.00	0.04
082-300-38315	RESTRICTED DONATIONS	0.00	0.00	0.00	0.00	2,000.00	0.00
	MISCELLANEOUS REVENUE	6.16	0.00	6.16	0.00	17,000.00	0.04
Total Dept 300 - REVENUE		6.16	0.00	6.16	0.00	26,439.95	0.02
TOTAL REVENUES		6.16	0.00	6.16	0.00	26,439.95	0.02
Expenditures							
Dept 603 - LIBRARY ADMINISTRATION							
CONTRACTS							
082-603-44810	PER CAPITAL GRANT EXPENDITURES	2,081.09	0.00	2,081.09	0.00	8,439.95	24.66
	CONTRACTS	2,081.09	0.00	2,081.09	0.00	8,439.95	24.66
COMMODITIES							
082-603-44825	MISC. GRANT EXPENDITURES	0.00	0.00	0.00	0.00	1,000.00	0.00
	COMMODITIES	0.00	0.00	0.00	0.00	1,000.00	0.00
PROGRAM EXPENSES							
082-603-99999	USE OF DONATIONS/TEMPORARY EXP	1,365.97	3,926.77	1,365.97	3,926.77	17,000.00	8.04
	PROGRAM EXPENSES	1,365.97	3,926.77	1,365.97	3,926.77	17,000.00	8.04
Total Dept 603 - LIBRARY ADMINISTRATION		3,447.06	3,926.77	3,447.06	3,926.77	26,439.95	13.04
TOTAL EXPENDITURES		3,447.06	3,926.77	3,447.06	3,926.77	26,439.95	13.04
Fund 082 - LIBRARY GRANTS & GIFTS FUND:							
TOTAL REVENUES		6.16	0.00	6.16	0.00	26,439.95	0.02
TOTAL EXPENDITURES		3,447.06	3,926.77	3,447.06	3,926.77	26,439.95	13.04
NET OF REVENUES & EXPENDITURES		(3,440.90)	(3,926.77)	(3,440.90)	(3,926.77)	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2022-23	% BGD
		MONTH 05/31/22	MONTH 05/31/21	05/31/2022	05/31/2021		
		INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)		
TOTAL REVENUES - ALL FUNDS		3,649.59	65,067.57	3,649.59	65,067.57	1,121,977.95	0.33
TOTAL EXPENDITURES - ALL FUNDS		119,466.16	119,995.36	119,466.16	119,995.36	1,118,477.95	10.68
NET OF REVENUES & EXPENDITURES		(115,816.57)	(54,927.79)	(115,816.57)	(54,927.79)	3,500.00	3,309.04

Fund 080 LAKE BLUFF PUBLIC LIBRARY

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
ACCRUED INTEREST			
	ACCRUED INTEREST	0.00	0.00
ACCOUNTS RECEIVABLE			
	ACCOUNTS RECEIVABLE	0.00	0.00
A/R - OTHER			
080-100-11580	DUE FROM THE VILLAGE	5,171.54	5,171.54
	A/R - OTHER	5,171.54	5,171.54
CASH/INVESTMENTS			
080-100-10000	CHECKING ACCT - LF BANK & TRST	170,464.64	169,613.80
080-100-10070	CASH DRAWER OVER/SHORT	(54.08)	(60.37)
080-100-10075	PETTY CASH	150.00	150.00
080-100-10110	ILLINOIS FUND (IPTIP)	382,423.35	262,634.04
080-100-10113	ILLINOIS FUNDS - GRANTS	1.80	1.80
080-100-10115	ILLINOIS FUNDS - EPAY	23,946.57	23,991.17
	CASH/INVESTMENTS	576,932.28	456,330.44
DUE TO OTHER FUNDS			
080-000-00001	DUE TO/FROM OTHER FUNDS	(20,604.89)	(20,604.89)
	DUE TO OTHER FUNDS	(20,604.89)	(20,604.89)
PREPAID ITEMS			
080-100-12000	PREPAID EXPENSES	4,902.00	4,902.00
	PREPAID ITEMS	4,902.00	4,902.00
PROPERTY TAX RECEIVABLE			
080-100-11100	PROPERTY TAX RECEIVABLE	1,014,514.57	1,014,514.57
	PROPERTY TAX RECEIVABLE	1,014,514.57	1,014,514.57
<b>Total Assets</b>		<b>1,580,915.50</b>	<b>1,460,313.66</b>
*** Liabilities ***			
ACCRUED PAYROLL			
080-200-20300	ACCRUED PAYROLL	(21,896.25)	(21,896.25)
	ACCRUED PAYROLL	(21,896.25)	(21,896.25)
ACCOUNTS PAYABLE			
080-200-20000	ACCOUNTS PAYABLE	49,941.06	38,924.87
	ACCOUNTS PAYABLE	49,941.06	38,924.87
A/P - OTHER			
080-200-20220	SOCIAL SECURITY TAX PAYABLE	(14,316.99)	(14,316.99)
080-200-20230	STATE INCOME TAX PAYABLE	13,768.04	13,768.04
080-200-20240	IMRF PAYABLE	0.00	1,563.94
080-200-20245	ICMA 457 PLAN PAYABLE	0.00	571.25
080-200-20255	FLEXIBLE BENEFIT PAYABLE	689.68	1,379.36
	A/P - OTHER	140.73	2,965.60
LONG TERM LIABILITIES			
	LONG TERM LIABILITIES	0.00	0.00
OTHER DEFERRED REVENUE			

Fund 080 LAKE BLUFF PUBLIC LIBRARY

GL Number	Description	Current Year Beg. Balance	Balance
*** Liabilities ***			
	OTHER DEFERRED REVENUE	0.00	0.00
OTHER LIABILITIES			
	OTHER LIABILITIES	0.00	0.00
UNAVAILABLE PROPERTY TAXES			
080-200-24000	UNAVAILABLE PROPERTY TAXES	1,014,514.57	1,014,514.57
	UNAVAILABLE PROPERTY TAXES	1,014,514.57	1,014,514.57
<b>Total Liabilities</b>		<b>1,042,700.11</b>	<b>1,034,508.79</b>
*** Fund Balance ***			
NET POSITION/FUND BALANCE			
080-290-29000	UNRESERVED FUND BALANCE	434,270.51	434,270.51
	NET POSITION/FUND BALANCE	434,270.51	434,270.51
<b>Total Fund Balance</b>		<b>434,270.51</b>	<b>434,270.51</b>
<b>Beginning Fund Balance - 21-22</b>			<b>434,270.51</b>
<b>Net of Revenues VS Expenditures - 21-22</b>			<b>103,944.88</b>
<b>*21-22 End FB/22-23 Beg FB</b>		<b>538,215.39</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>			<b>(112,410.52)</b>
<b>Ending Fund Balance</b>			<b>425,804.87</b>
<b>Total Liabilities And Fund Balance</b>			<b>1,460,313.66</b>

\* Year Not Closed

Fund 082 LIBRARY GRANTS & GIFTS FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
A/R - OTHER			
082-100-11360	GRANTS RECEIVABLE	8,439.95	8,439.95
A/R - OTHER		<u>8,439.95</u>	<u>8,439.95</u>
CASH/INVESTMENTS			
082-100-10000	CHECKING ACCT - LF BANK & TRST	(91,734.12)	(94,412.29)
CASH/INVESTMENTS		<u>(91,734.12)</u>	<u>(94,412.29)</u>
DUE TO OTHER FUNDS			
082-000-00001	DUE TO/FROM OTHER FUNDS	20,604.89	20,604.89
DUE TO OTHER FUNDS		<u>20,604.89</u>	<u>20,604.89</u>
<b>Total Assets</b>		<b><u>(62,689.28)</u></b>	<b><u>(65,367.45)</u></b>
*** Liabilities ***			
ACCOUNTS PAYABLE			
082-200-20000	ACCOUNTS PAYABLE	887.13	1,649.86
ACCOUNTS PAYABLE		<u>887.13</u>	<u>1,649.86</u>
<b>Total Liabilities</b>		<b><u>887.13</u></b>	<b><u>1,649.86</u></b>
*** Fund Balance ***			
NET POSITION/FUND BALANCE			
082-290-29000	UNRESERVED FUND BALANCE	(52,682.53)	(52,682.53)
NET POSITION/FUND BALANCE		<u>(52,682.53)</u>	<u>(52,682.53)</u>
<b>Total Fund Balance</b>		<b><u>(52,682.53)</u></b>	<b><u>(52,682.53)</u></b>
<b>Beginning Fund Balance - 21-22</b>			<b>(52,682.53)</b>
<b>Net of Revenues VS Expenditures - 21-22</b>			<b>(10,893.88)</b>
<b>*21-22 End FB/22-23 Beg FB</b>		<b>(63,576.41)</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>			<b>(3,440.90)</b>
<b>Ending Fund Balance</b>			<b>(67,017.31)</b>
<b>Total Liabilities And Fund Balance</b>			<b>(65,367.45)</b>

\* Year Not Closed

User: EBAILEY

CHECK DATE FROM 05/18/2022 - 06/22/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
06/07/2022	LIBCK	15227	JIL052722	FIRST BANKCARD	MARKETING/SRC SIGN	080-603-41345	34.85
		15227	JIL052722		OFFICE SUPPLIES/PASSPORT LAB	080-603-43550	9.98
		15227	JIL052722		JUV PRGRM SUPPL/PHYLLIS FOX	080-603-43720	30.00
		15227	JIL052722		OUTREACH SUPPLIES/TRIVIA GIF	080-603-43730	25.00
		15227	JIL052722		PER CAPITAL GRANT EXPENDITUR	082-603-44810	147.05
		15227	JIL052722		PER CAPITAL GRANT/PLANTS FOR	082-603-44810	127.00
		15227	JIL052722		USE OF DONATIONS/DAVEY DONAT	082-603-99999	51.00
							<b>424.88</b>
06/07/2022	LIBCK	15228	ERI052722	FIRST BANKCARD	MAINTENANCE-BUILDING/METRO S	080-603-41000	98.00
		15228	ERI052722		POSTAGE/PASSPORTS	080-603-43300	71.70
		15228	ERI052722		PATRON/STAFF SOFTWARE/ADOBE	080-603-45600	15.93
		15228	ERI052722		MISCELLANEOUS EXPENSES/PAYPA	080-603-46100	25.00
		15228	ERI052722		LIBRARY FURNISHINGS	080-603-50100	506.76
							<b>717.39</b>
06/07/2022	LIBCK	15229	MCO052722	FIRST BANKCARD	OTHER PROFESSIONAL/WEBSITE H	080-603-41314	350.00
		15229	MCO052722		POSTAGE/PASSPORTS	080-603-43300	444.40
		15229	MCO052722		PRINTING/E-NEWSLETTER/ADOBE	080-603-43410	29.99
		15229	MCO052722		OFFICE SUPPL/LABELS FOR PASS	080-603-43550	42.70
		15229	MCO052722		OUTREACH SUPPLIES/KARMA GO W	080-603-43730	7.50
							<b>874.59</b>
06/07/2022	LIBCK	15230	ELI052722	FIRST BANKCARD	OFFICE SUPPLIES	080-603-43550	14.59
		15230	ELI052722		JUVENILE AUDIO-VISUAL	080-603-45430	74.97
		15230	ELI052722		JUVENILE AUDIO-VISUAL/CREDIT	080-603-45430	(22.99)
		15230	ELI052722		PER CAPITAL GRANT/PLANTS LEA	082-603-44810	54.85
		15230	ELI052722		PER CAPITAL GRANT/SUPPL LEAR	082-603-44810	76.96
		15230	ELI052722		PER CAPITAL GRANT/COOPS+STAP	082-603-44810	448.93
		15230	ELI052722		USE OF DONATIONS/PAPER BAGS	082-603-99999	2.15
							<b>649.46</b>
06/07/2022	LIBCK	15231	LB4052322	LAKE BLUFF 4TH OF JULY	OUTREACH SUPPLIES	080-603-43730	100.00
06/15/2022	LIBCK	15232	664437448584	AMAZON	OFFICE SUPPLIES	080-603-43550	23.96
		15232	798934444353		OFFICE SUPPLIES	080-603-43550	4.18
		15232	798566558745		MAINTENANCE SUPPLIES-BUILDIN	080-603-43660	35.94
		15232	857663666953		ADULT PROGRAM SUPPLIES	080-603-43710	29.99
		15232	449454649795		ADULT FICTION BOOKS	080-603-45100	34.34
		15232	884795633897		ADULT FICTION BOOKS	080-603-45100	26.86
		15232	454938378439		ADULT AUDIO VISUAL MATERIAL	080-603-45200	44.95

User: EBAILEY

CHECK DATE FROM 05/18/2022 - 06/22/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		15232	473896536734		ADULT AUDIO VISUAL MATERIAL	080-603-45200	12.96
		15232	747654465864		ADULT AUDIO VISUAL MATERIAL	080-603-45200	14.99
		15232	887388767485		ADULT AUDIO VISUAL MATERIAL	080-603-45200	40.92
		15232	457693359749		ADULT AUDIO VISUAL MATERIAL	080-603-45200	13.99
		15232	459687498983		ADULT AUDIO VISUAL MATERIAL	080-603-45200	17.96
		15232	749974646799		ADULT AUDIO VISUAL MATERIAL	080-603-45200	12.96
		15232	793894895746		ADULT AUDIO VISUAL MATERIAL	080-603-45200	50.94
		15232	884695788994		ADULT AUDIO VISUAL MATERIAL	080-603-45200	14.96
		15232	449897669449		ADULT AUDIO VISUAL MATERIAL	080-603-45200	35.46
		15232	578743448397		ADULT AUDIO VISUAL MATERIAL	080-603-45200	23.98
		15232	446434644394		ADULT AUDIO VISUAL MATERIAL	080-603-45200	19.96
		15232	677773434764		ADULT AUDIO VISUAL MATERIAL	080-603-45200	19.96
		15232	868889835334		ADULT AUDIO VISUAL MATERIAL	080-603-45200	71.09
		15232	985948537537		ADULT AUDIO VISUAL MATERIAL	080-603-45200	22.99
		15232	534587459863		ADULT AUDIO VISUAL MATERIAL	080-603-45200	11.97
		15232	633945553774		ADULT AUDIO VISUAL MATERIAL	080-603-45200	19.99
		15232	465665894738		ADULT AUDIO VISUAL MATERIAL	080-603-45200	11.99
		15232	758533595384		ADULT AUDIO VISUAL MATERIAL	080-603-45200	203.63
		15232	444793796639		ADULT AUDIO VISUAL MATERIAL	080-603-45200	212.13
		15232	449348786686		ADULT AUDIO VISUAL MATERIAL	080-603-45200	18.99
		15232	687668556776		ADULT AUDIO VISUAL MATERIAL	080-603-45200	18.97
		15232	764635949876		ADULT AUDIO VISUAL MATERIAL	080-603-45200	12.59
		15232	937777959486		ADULT AUDIO VISUAL MATERIAL	080-603-45200	13.92
		15232	447468979389		ADULT AUDIO VISUAL MATERIAL	080-603-45200	9.99
		15232	683834799473		ADULT AUDIO VISUAL MATERIAL	080-603-45200	(1.97)
		15232	695363578539		ADULT AUDIO VISUAL MATERIAL	080-603-45200	(1.97)
		15232	438633653347		PICTURE BOOKS, READERS	080-603-45410	149.38
		15232	445454878878		JUVENILE AUDIO-VISUAL	080-603-45430	95.30
		15232	446556675588		JUVENILE AUDIO-VISUAL	080-603-45430	9.96
		15232	593393675458		VIDEO GAMES	080-603-45510	323.91
		15232	578698769448		TRENDING TITLES	080-603-45520	22.96
		15232	488977336643		TRENDING TITLES	080-603-45520	24.96
		15232	756398837363		TRENDING TITLES	080-603-45520	41.30
		15232	487687554543		TRENDING TITLES	080-603-45520	19.79
		15232	697783956869		COMPUTER EQUIPMENT	080-603-58100	91.94
		15232	468445935836		PER CAPITAL GRANT EXPENDITUR	082-603-44810	21.35
		15232	787639896874		PER CAPITAL GRANT EXPENDITUR	082-603-44810	19.76

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**1,924.18**

06/15/2022 LIBCK 15233

VOID

\*\* VOIDED \*\*

\*\* VOIDED \*\*



User: EBAILEY

CHECK DATE FROM 05/18/2022 - 06/22/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
Void Reason: Created From Check Run Process							
06/15/2022	LIBCK	15234	2036743812	BAKER & TAYLOR ENTERTAI	TECHNICAL SERVICES SUPPLIES	080-603-43668	7.95
		15234	2036740853		TECHNICAL SERVICES SUPPLIES	080-603-43668	75.09
		15234	2036748306		TECHNICAL SERVICES SUPPLIES	080-603-43668	26.55
		15234	2036752878		TECHNICAL SERVICES SUPPLIES	080-603-43668	14.88
		15234	2036760379		TECHNICAL SERVICES SUPPLIES	080-603-43668	44.37
		15234	2036749261		TECHNICAL SERVICES SUPPLIES	080-603-43668	26.94
		15234	2036763572		TECHNICAL SERVICES SUPPLIES	080-603-43668	18.03
		15234	2036751166		TECHNICAL SERVICES SUPPLIES	080-603-43668	2.97
		15234	2036747174		TECHNICAL SERVICES SUPPLIES	080-603-43668	19.62
		15234	2036769095		TECHNICAL SERVICES SUPPLIES	080-603-43668	7.53
		15234	2036755524		TECHNICAL SERVICES SUPPLIES	080-603-43668	12.69
		15234	2036787604		TECHNICAL SERVICES SUPPLIES	080-603-43668	1.59
		15234	2036763326		TECHNICAL SERVICES SUPPLIES	080-603-43668	4.56
		15234	2036781383		TECHNICAL SERVICES SUPPLIES	080-603-43668	24.96
		15234	2036789089		TECHNICAL SERVICES SUPPLIES	080-603-43668	14.67
		15234	2036774800		TECHNICAL SERVICES SUPPLIES	080-603-43668	3.57
		15234	2036794044		TECHNICAL SERVICES SUPPLIES	080-603-43668	1.98
		15234	2036791884		TECHNICAL SERVICES SUPPLIES	080-603-43668	0.99
		15234	2036798673		TECHNICAL SERVICES SUPPLIES	080-603-43668	21.78
		15234	2036747174		ADULT NON-FICTION BOOKS	080-603-45000	375.15
		15234	2036769095		ADULT NON-FICTION BOOKS	080-603-45000	130.45
		15234	2036755524		ADULT NON-FICTION BOOKS	080-603-45000	156.97
		15234	2036763326		ADULT NON-FICTION BOOKS	080-603-45000	57.94
		15234	2036789089		ADULT NON-FICTION BOOKS	080-603-45000	309.54
		15234	2036794044		ADULT NON-FICTION BOOKS	080-603-45000	37.16
		15234	2036748306		ADULT FICTION BOOKS	080-603-45100	379.54
		15234	2036752878		ADULT FICTION BOOKS	080-603-45100	159.83
		15234	2036763572		ADULT FICTION BOOKS	080-603-45100	253.67
		15234	2036781383		ADULT FICTION BOOKS	080-603-45100	360.91
		15234	2036798673		ADULT FICTION BOOKS	080-603-45100	345.18
		15234	2036749261		JUVENILE NON-FICTION	080-603-45400	600.37
		15234	2036751166		PICTURE BOOKS, READERS	080-603-45410	39.92
		15234	2036791884		PICTURE BOOKS, READERS	080-603-45410	13.56
		15234	2036743812		JUVENILE FICTION	080-603-45420	17.30
		15234	2036740853		JUVENILE FICTION	080-603-45420	787.30
		15234	2036774800		JUVENILE FICTION	080-603-45420	25.81
		15234	2036760379		TEEN BOOKS	080-603-45450	457.21
		15234	2036787604		TEEN BOOKS	080-603-45450	9.56

User: EBAILEY

CHECK DATE FROM 05/18/2022 - 06/22/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		15234	2036769095		PER CAPITAL GRANT EXPENDITUR	082-603-44810	16.94
		15234	2036755524		PER CAPITAL GRANT EXPENDITUR	082-603-44810	16.95
							<b>4,881.98</b>
06/15/2022	LIBCK	15235	85189	CHICAGO SPRINKLER COMPA	MAINTENANCE-GROUNDS	080-603-41050	405.00
06/15/2022	LIBCK	15236	COM061222	COMCAST	UTILITIES	080-603-43230	159.85
06/15/2022	LIBCK	15237	29345	COMPUTER VIEW, INC.	PATRON & STAFF SOFTWARE	080-603-45600	275.00
06/15/2022	LIBCK	15238	30256	CRYSTAL MAINTENANCE SER	BUILDG MAINT/CLEANING SERVIC	080-603-41000	645.00
06/15/2022	LIBCK	15239	1000182745-1	EBSCO SUBSCRIPTION SERV	ADULT E-REFER	080-603-45220	4,849.00
06/15/2022	LIBCK	15240	388795	FINDAWAY WORLD LLC	USE OF DONATIONS/TEMPORARY E	082-603-99999	119.98
06/15/2022	LIBCK	15241	563835480	GRANITE TELECOMMUNICATI	UTILITIES	080-603-43230	355.57
06/15/2022	LIBCK	15242	NAG052622	HOLLY NAGEL	OUTREACH SUPPLIES	080-603-43730	450.00
06/15/2022	LIBCK	15243	15956	HR SOURCE	OTHER PROFESSIONAL/CONTRACTU	080-603-41314	150.00
06/15/2022	LIBCK	15244	213026	ILLINOIS LIBRARY ASSOCI	DUES	080-603-42440	100.00
06/15/2022	LIBCK	15245	300465	KANOPY LLC	ADULT REFERENCE/E-REFER	080-603-45220	48.00
06/15/2022	LIBCK	15246	8042	LIBRARIES FIRST	MISCELLANEOUS EXPENSES	080-603-46100	75.00
06/15/2022	LIBCK	15247	502235148	MIDWEST TAPE	ADULT AUDIO VISUAL MATERIAL	080-603-45200	124.97
		15247	502191896		ADULT REFERENCE/E-REFER	080-603-45220	402.12
							<b>527.09</b>
06/15/2022	LIBCK	15248	SVC00038140	MURPHY & MILLER, INC.	MAINTENANCE-BUILDING	080-603-41000	566.50
06/15/2022	LIBCK	15249	01018CO22155682	OVERDRIVE , INC	E-BOOKS	080-603-45460	269.97
		15249	01018CO22163874		E-BOOKS	080-603-45460	262.49
		15249	01018CO22170227		E-BOOKS	080-603-45460	249.36
		15249	01018CP22176153		E-BOOKS	080-603-45460	265.40
		15249	01018CO22172650		PER CAPITAL GRANT EXPENDITUR	082-603-44810	546.94
							<b>1,594.16</b>
06/15/2022	LIBCK	15250	PIO043022	PIONEER PRESS	PERIODICALS	080-603-45500	15.50
		15250	PIO052322		PERIODICALS	080-603-45500	15.50
							<b>31.00</b>
06/15/2022	LIBCK	15251	9322	RAILS	ADULT REFERENCE/E-REFER	080-603-45220	1,952.23

User: EBAILEY  
DB: Lake Bluff

CHECK DATE FROM 05/18/2022 - 06/22/2022

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
06/15/2022	LIBCK	15252	13417453-65	STANLEY STEEMER INTERNA	MAINTENANCE-BUILDING	080-603-41000	452.00
06/15/2022	LIBCK	15253	3507880849	STAPLES	OFFICE SUPPLIES	080-603-43550	87.98
06/15/2022	LIBCK	15254	319912	TECH SYSTEMS, INC	MAINTENANCE-BUILDING	080-603-41000	660.00
		15254	319912		MAINTENANCE-BUILDING/SUMPS	080-603-41000	432.00
		15254	320201		MAINTENANCE-BUILDING	080-603-41000	281.00
							<b>1,373.00</b>
06/15/2022	LIBCK	15255	USA061322	USA TODAY	PERIODICALS	080-603-45500	29.00
06/15/2022	LIBCK	15256	VIL043022	VILLAGE OF LAKE BLUFF	MED INSUR FOR APRIL 2022	080-100-11580	8,047.02
		15256	VIL043022		DENTAL INSUR FOR APRIL 2022	080-100-11580	500.00
		15256	VIL043022		VISION INSUR FOR APRIL 2022	080-100-11580	37.02
		15256	VIL043022		LIFE INSUR FOR APRIL 2022	080-100-11580	16.91
		15256	VIL043022		IMRF ER CONTRIB FOR APRIL 20	080-100-11580	2,528.67
		15256	VIL043022		IMRF EE CONTRIB FOR APRIL 20	080-100-11580	1,625.56
		15256	VIL043022		VISION INSUR FROM PPO FOR AP	080-100-11580	46.40
		15256	VIL052522		UTILITIES	080-603-43230	160.31
							<b>12,961.89</b>
06/15/2022	LIBCK	15257	19145	VOGUE PRINTERS	PRINTING/E-NEWSLETTER	080-603-43410	3,795.00
					TOTAL - ALL FUNDS	TOTAL OF 31 CHECKS (1 voided	40,574.73

--- GL TOTALS ---

080-100-11580	DUE FROM THE VILLAGE	12,801.58
080-603-41000	MAINTENANCE-BUILDING	3,134.50
080-603-41050	MAINTENANCE-GROUNDS	405.00
080-603-41314	OTHER PROFESSIONAL/CONTRACTUAL	500.00
080-603-41345	MARKETING	34.85
080-603-42440	DUES	100.00
080-603-43230	UTILITIES	675.73
080-603-43300	POSTAGE	516.10
080-603-43410	PRINTING/E-NEWSLETTER	3,824.99
080-603-43550	OFFICE SUPPLIES	183.39
080-603-43660	MAINTENANCE SUPPLIES-BUILDING	35.94
080-603-43668	TECHNICAL SERVICES SUPPLIES	330.72
080-603-43710	ADULT PROGRAM SUPPLIES	29.99
080-603-43720	JUVENILE PROGRAM SUPPLIES	30.00
080-603-43730	OUTREACH SUPPLIES	582.50
080-603-45000	ADULT NON-FICTION BOOKS	1,067.21
080-603-45100	ADULT FICTION BOOKS	1,560.33
080-603-45200	ADULT AUDIO VISUAL MATERIAL	1,073.27
080-603-45220	ADULT REFERENCE/E-REFER	7,251.35

User: EBAILEY

CHECK DATE FROM 05/18/2022 - 06/22/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
080-603-45400				JUVENILE NON-FICTION			600.37
080-603-45410				PICTURE BOOKS, READERS			202.86
080-603-45420				JUVENILE FICTION			830.41
080-603-45430				JUVENILE AUDIO-VISUAL			157.24
080-603-45450				TEEN BOOKS			466.77
080-603-45460				E-BOOKS			1,047.22
080-603-45500				PERIODICALS			60.00
080-603-45510				VIDEO GAMES			323.91
080-603-45520				TRENDING TITLES			109.01
080-603-45600				PATRON & STAFF SOFTWARE			290.93
080-603-46100				MISCELLANEOUS EXPENSES			100.00
080-603-50100				LIBRARY FURNISHINGS			506.76
080-603-58100				COMPUTER EQUIPMENT			91.94
082-603-44810				PER CAPITAL GRANT EXPENDITURES			1,476.73
082-603-99999				USE OF DONATIONS/TEMPORARY EXP			173.13
				TOTAL			40,574.73



## LAKE BLUFF PUBLIC LIBRARY

123 E. Scranton Ave. • Lake Bluff, IL 60044  
Phone: 847-234-2540 • Fax: 847-234-2649  
[www.lakeblufflibrary.org](http://www.lakeblufflibrary.org)

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June 21<sup>st</sup>, 2022

### Prospective Library Trustees:

The Lake Bluff Public Library is a vibrant organization at the heart of the community of Lake Bluff, providing services, materials, and programs to meet the educational and entertainment needs of the Village. The Library does face ongoing challenges. These include:

- Space – Facilities are small, too small for existing activities, and needs are growing. Opportunities to grow the Library's footprint continue to be considered, while the Library aims to be as flexible as possible with its existing floor plan to do as much as possible with what is presently available.
- Funding – Library services and collections have expanded and diversified in the past 20 years, and at a rate far greater than existing services have become unneeded. It is an amazing time to be working in a public library, as a result, but the steady increase in public funding each year doesn't match the often-exponential growth in usage.
- Staff Retention – Expanded services require expanded skills from Library staff. Ideal staff are able to perform quintessential library tasks such as reference, selection, and more but are also tech savvy project managers. This puts the Library more in competition for very talented individuals, and the need to carefully plan for attracting and keeping good staff is an essential goal.
- Changing Technologies – Technology continues to change each year, and the impact on Library service is very real. Awareness of new technology and what it might offer, combined with an understanding and analysis of existing services and collections to ensure they remain effective and needed, is an ongoing and critical process. Failure to continue to change and adapt with the times will only lead to the Library becoming irrelevant.

Should you have any questions regarding the challenges facing the Library, or wish to know more about the Lake Bluff Public Library and Board and what they do, please do not hesitate to contact us.

Sincerely,

Eric Scott Bailey  
Library Director  
Lake Bluff Public Library  
[ebailey@lakeblufflibrary.org](mailto:ebailey@lakeblufflibrary.org)

## Director's Report – June 2022

### Programming

- Adult
  - We had 18 registrants for our May 26<sup>th</sup> program Salad in a Jar.
- Family
  - Head of Circulation and Reference Katie Horner reports that we had 65 attendees for our June 4<sup>th</sup> summer reading club kickoff.
- Youth
  - Storytime at the Farmers Market has started again, and we are seeing strong numbers so far. We had 104 attendees at the 6/17 Storytime, and 155 on 6/10. We've had many inquiries from attendees about signing up for library cards.
  - We had 12 registrants for our June 9<sup>th</sup> Tween and Teen crafts program.

### Second Grade Book Awards

Head of Youth Services Eliza Jarvi reports she worked with Lake Bluff Elementary School Reading Specialist Buffy Stauffer to put up a very cute display of book awards written by second graders. Second graders created both the award, and then nominated a specific book for it. In the second half of May, they put all of the awards on display with the books the kids had nominated. The books got checked out quickly, and it was fun to see kids coming in to see their work on display.

### Praise for Newsletter Work

Staff members Anna Fifhouse and Jillian Chapman did an excellent job in the absence of Head of Adult Services Martha O'Hara (on leave) putting together our summer newsletter. It was our largest newsletter since before COVID, and required quite a bit of extra work.

### Summer StoryWalk

StoryWalk is now in place, featuring *Up in the Garden, Down in the Dirt* by Kate Messner along the walking path at Artesian Park. The schools have agreed to continue splitting the costs with us 50/50. We've had 48 visitors so far and 670 people have viewed the virtual interview with author Kate Messner.

### 1,000 Books Before Kindergarten

Eliza Jarvi reports that our 1,000 Books Before Kindergarten program is picking up steam. We now have a total of 29 kids registered.

### Start of Summer Reading Club

Eliza Jarvi reports that Summer Reading Club has started strong. We have 93 Read to Me (age 0-6), 75 Independent Readers (age 7-12), and 14 Teens (ages 13-18) currently registered, and we are seeing new registrations daily. The department is dressed up for Summer Reading. The main room is a flower garden, and the preschool room is a veggie garden. Both rooms feature crafts that children made at the library during the month of May: ladybugs, butterflies, and bees. Holly Nagel came to do balloon pieces for all of the first day sign ups on Saturday, 6/4, and the first 100 sign ups also got a pizza garden kit, courtesy of the Davey Landscaping donation that Jillian Chapman secured.

## Learning Garden

The Learning Garden is off to a good start. Whenever staff members are outside working on them, we get a steady stream of compliments and engagement from people walking by. We've had a few garden task forces and were able to send kids home with cilantro and kale from our garden.

## New Paint Job in Youth Services

Mike Foley of DiVinci Painters sent out a team at the end of May to paint the Youth Services department. They did a beautiful job, painting the poured concrete and cinder block a soft aqua, and the drywall columns and walls a soft off white.

## Coming Soon: Book Buddies

We are pursuing a Book Buddies program this summer, pairing teen volunteers with emerging readers. We have heard of successful versions of this program at other libraries, and often get questions from teens about volunteer opportunities. If you know of any teens looking to get volunteer hours send them to talk to Eliza in Youth Services. Regina Ruocco created the layout of this project, and Anna Fifhouse built online applications and a webpage.

## Teen LibGuides

Staff member Anna Fifhouse has created and launched a new Teen Book Lists Libguide on the website (<https://www.lakeblufflibrary.org/explore/teens>) that allows users to browse through curated lists and click on any title to place a hold through our catalog.

## Replacement Blinds

Replacement blinds were installed over the windows in the Staff Work Room. The replaced blinds had broken hardware and stains, so this is a noticeable improvement.

## Lake County: High Transmission

Lake County was rated as having High Community Transmission of COVID-19 for two weeks (6/2 to 6/16). Following CDC recommendations, staff resumed wearing masks during this time and patrons were encouraged to do so. Wonderfully, Lake County returned to Moderate Community Transmission on 6/16.

## Road Construction

Roadwork has been ongoing in downtown Lake Bluff for the past month. Staff are to be commended for their flexibility in navigating it, sometimes walking some distance from their cars, and holding the occasional outdoor program with it as backdrop.

## Stroh Reading Room Construction

Construction is under way on the Stroh Reading Room. Electrical work is mostly done and framing for the drywall has been installed.

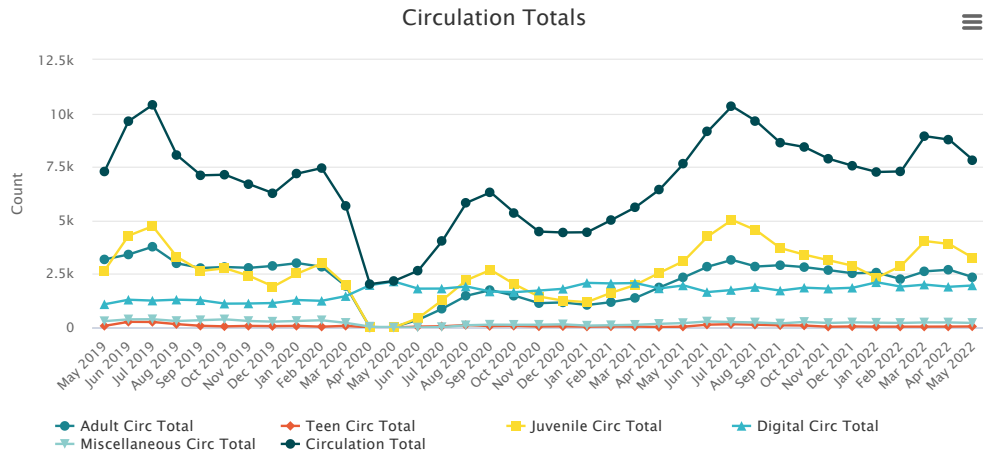
## Patron Satisfaction Survey

The Patron Satisfaction Survey launched on June 1<sup>st</sup> and we have begun collecting responses.

Respectfully submitted, Eric Scott Bailey

# 3 Year Comparison Graphs

## 3 Year Circulation Totals



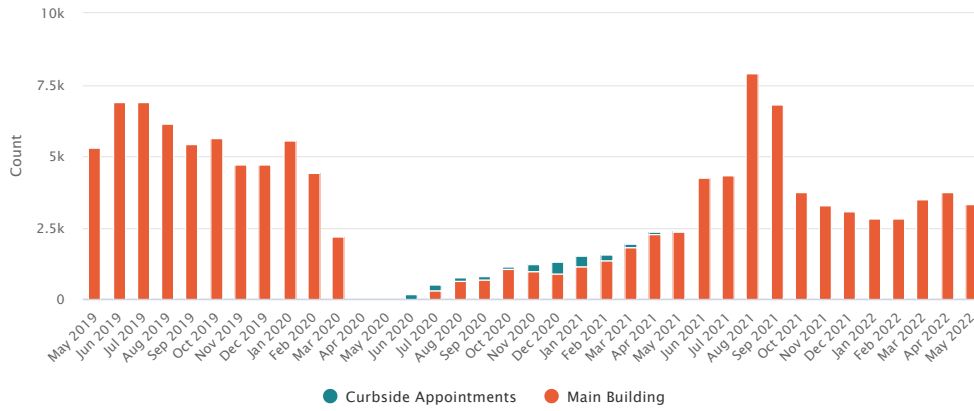
Circulation Totals

Category	Adult Circ Total	Teen Circ Total	Juvenile Circ Total	Digital Circ Total	Miscellaneous Circ Total	Circulation Total
May 2019	3178	74	2654	1083	295	7284
Jun 2019	3408	264	4287	1296	379	9634
Jul 2019	3771	257	4730	1255	385	10398
Aug 2019	2997	155	3300	1299	302	8053
Sep 2019	2777	78	2639	1271	340	7105
Oct 2019	2824	52	2765	1113	380	7134
Nov 2019	2786	74	2409	1120	302	6691
Dec 2019	2876	63	1913	1142	273	6267
Jan 2020	3006	75	2522	1281	305	7189
Feb 2020	2835	37	2989	1245	338	7444
Mar 2020	1937	76	1987	1464	216	5680
Apr 2020	5	4	0	1976	41	2026
May 2020	23	0	3	2145	2	2173
Jun 2020	358	42	439	1814	1	2654
Jul 2020	876	56	1277	1816	18	4043
Aug 2020	1483	113	2209	1914	104	5823
Sep 2020	1746	65	2690	1679	132	6312
Oct 2020	1482	76	2010	1650	127	5345
Nov 2020	1136	47	1444	1724	128	4479
Dec 2020	1170	55	1257	1806	148	4436
Jan 2021	1051	39	1187	2083	87	4447
Feb 2021	1183	48	1623	2058	106	5018
Mar 2021	1381	44	1988	2075	126	5614
Apr 2021	1871	20	2555	1824	171	6441
May 2021	2342	38	3101	1963	207	7651
Jun 2021	2840	132	4253	1655	280	9160
Jul 2021	3156	153	5022	1749	254	10334
Aug 2021	2846	129	4541	1886	236	9638
Sep 2021	2908	101	3710	1723	188	8630
Oct 2021	2819	91	3400	1859	260	8429
Nov 2021	2680	35	3141	1813	211	7880
Dec 2021	2530	48	2882	1855	238	7553
Jan 2022	2564	38	2324	2111	224	7261
Feb 2022	2260	39	2869	1908	212	7288
Mar 2022	2622	39	4035	2002	236	8934
Apr 2022	2697	41	3899	1900	235	8772
May 2022	2344	48	3242	1963	213	7810



# 3 Year Visits

Visits

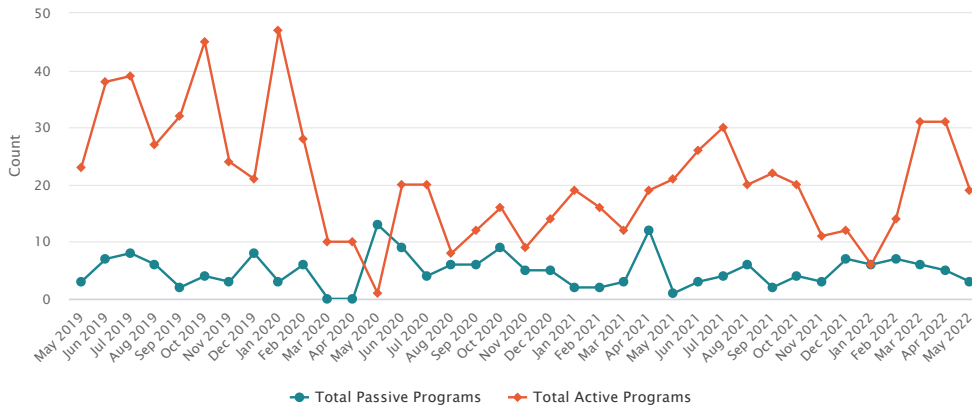


Visits

Category	Curbside Appointments	Main Building
May 2019	0	5308
Jun 2019	0	6907
Jul 2019	0	6900
Aug 2019	0	6140
Sep 2019	0	5415
Oct 2019	0	5630
Nov 2019	0	4724
Dec 2019	0	4700
Jan 2020	0	5558
Feb 2020	0	4412
Mar 2020	0	2165
Apr 2020	0	0
May 2020	0	0
Jun 2020	154	0
Jul 2020	233	287
Aug 2020	145	622
Sep 2020	132	681
Oct 2020	77	1061
Nov 2020	256	965
Dec 2020	397	899
Jan 2021	368	1127
Feb 2021	233	1324
Mar 2021	133	1795
Apr 2021	73	2259
May 2021	16	2370
Jun 2021	0	4252
Jul 2021	5	4333
Aug 2021	15	7909
Sep 2021	0	6792
Oct 2021	2	3726
Nov 2021	0	3266
Dec 2021	0	3052
Jan 2022	0	2810
Feb 2022	6	2828
Mar 2022	0	3497
Apr 2022	0	3730
May 2022	0	3315

# 3 Year Programming

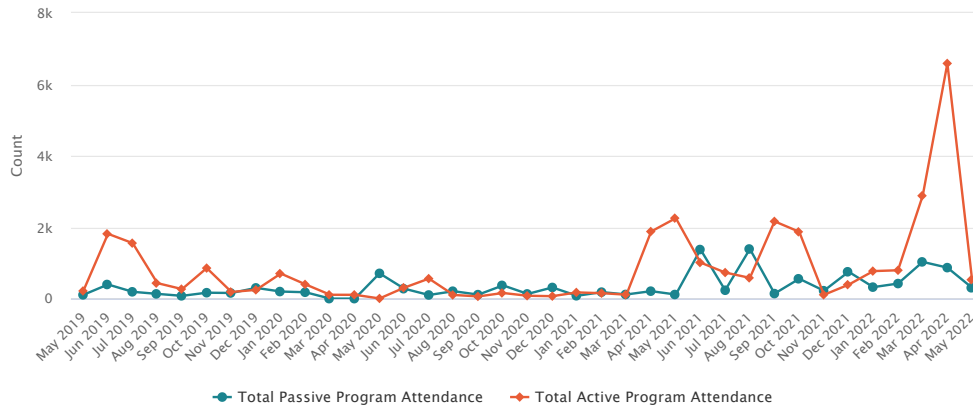
Number of Programs



Number of Programs

Category	Total Passive Programs	Total Active Programs
May 2019	3	23
Jun 2019	7	38
Jul 2019	8	39
Aug 2019	6	27
Sep 2019	2	32
Oct 2019	4	45
Nov 2019	3	24
Dec 2019	8	21
Jan 2020	3	47
Feb 2020	6	28
Mar 2020	0	10
Apr 2020	0	10
May 2020	1	1
Jun 2020	9	20
Jul 2020	4	20
Aug 2020	6	8
Sep 2020	6	12
Oct 2020	9	16
Nov 2020	5	9
Dec 2020	5	14
Jan 2021	2	19
Feb 2021	2	16
Mar 2021	3	12
Apr 2021	12	19
May 2021	1	21
Jun 2021	3	26
Jul 2021	4	30
Aug 2021	6	20
Sep 2021	2	22
Oct 2021	3	20
Nov 2021	3	11
Dec 2021	7	12
Jan 2022	6	6
Feb 2022	7	14
Mar 2022	6	31
Apr 2022	5	31
May 2022	3	19

# Program Attendance

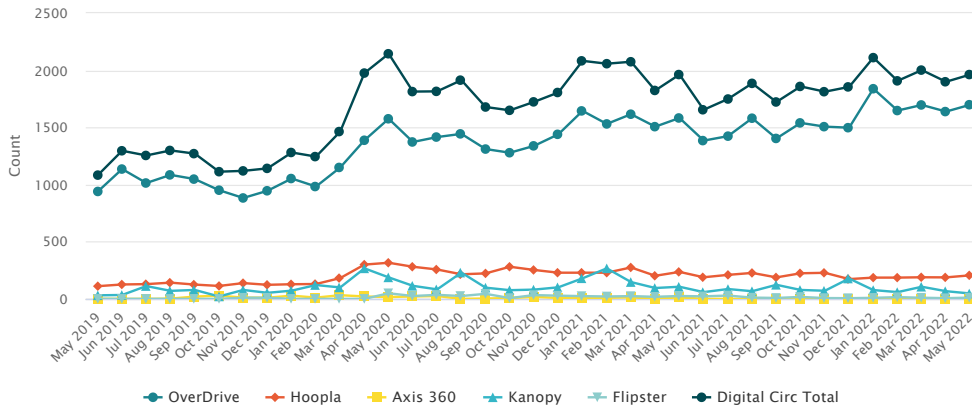


## Program Attendance

Category	Total Passive Program Attendance	Total Active Program Attendance
May 2019	106	215
Jun 2019	396	1815
Jul 2019	191	1554
Aug 2019	133	434
Sep 2019	78	267
Oct 2019	166	855
Nov 2019	158	187
Dec 2019	301	245
Jan 2020	198	702
Feb 2020	179	399
Mar 2020	0	108
Apr 2020	0	107
May 2020	708	5
Jun 2020	278	307
Jul 2020	102	561
Aug 2020	208	103
Sep 2020	112	62
Oct 2020	371	158
Nov 2020	132	80
Dec 2020	313	69
Jan 2021	80	174
Feb 2021	182	152
Mar 2021	117	111
Apr 2021	209	1879
May 2021	115	2254
Jun 2021	1375	1010
Jul 2021	235	731
Aug 2021	1390	581
Sep 2021	141	2164
Oct 2021	556	1871
Nov 2021	222	107
Dec 2021	752	391
Jan 2022	322	771
Feb 2022	422	794
Mar 2022	1029	2881
Apr 2022	868	6587
May 2022	304	530

# 3 Year Digital Collections

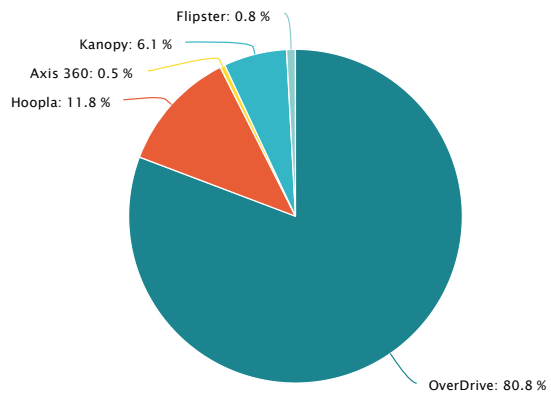
## Monthly Usage



Monthly Usage

Category	OverDrive	Hoopla	Axis 360	Kanopy	Flipster	Digital Circ Total
May 2019	940	111	1	31	0	1083
Jun 2019	1136	126	0	34	0	1296
Jul 2019	1014	129	0	112	0	1255
Aug 2019	1085	142	2	70	0	1299
Sep 2019	1048	125	20	78	0	1271
Oct 2019	951	113	28	21	0	1113
Nov 2019	883	138	11	78	10	1120
Dec 2019	946	123	10	53	10	1142
Jan 2020	1053	128	28	72	0	1281
Feb 2020	983	130	11	121	0	1245
Mar 2020	1150	182	32	100	0	1464
Apr 2020	1388	300	21	267	0	1976
May 2020	1576	316	16	188	49	2145
Jun 2020	1373	281	21	114	25	1814
Jul 2020	1416	257	25	83	35	1816
Aug 2020	1444	215	0	230	25	1914
Sep 2020	1311	223	3	98	44	1679
Oct 2020	1279	281	7	76	7	1650
Nov 2020	1339	253	18	81	33	1724
Dec 2020	1440	229	8	101	28	1806
Jan 2021	1645	229	5	180	24	2083
Feb 2021	1531	229	10	267	21	2058
Mar 2021	1616	275	13	147	24	2075
Apr 2021	1507	202	2	95	18	1824
May 2021	1583	236	13	106	25	1963
Jun 2021	1385	189	0	59	22	1655
Jul 2021	1424	210	0	86	29	1749
Aug 2021	1581	227	0	67	11	1886
Sep 2021	1404	188	0	123	8	1723
Oct 2021	1540	224	0	78	17	1859
Nov 2021	1507	228	0	71	7	1813
Dec 2021	1498	173	0	178	6	1855
Jan 2022	1839	186	0	77	9	2111
Feb 2022	1648	186	0	59	15	1908
Mar 2022	1697	189	0	106	10	2002
Apr 2022	1639	188	0	67	6	1900
May 2022	1699	206	0	47	11	1963

### Distribution by Platform



Distribution by Platform

Category	Series 1
OverDrive	50498
Hoopla	7367
Axis 360	305
Kanopy	3821
Flipster	529

### 3 Year New Website Usage

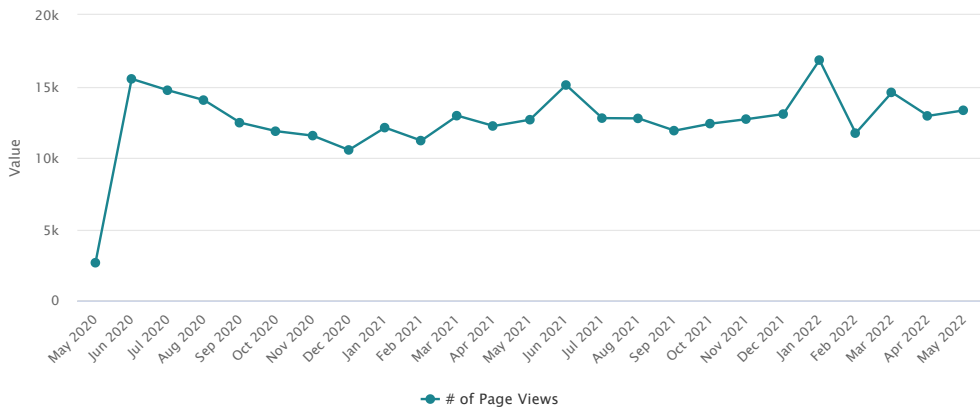


Visitors

#### Category # of Visitors

May 2020	540
Jun 2020	2732
Jul 2020	2935
Aug 2020	3162
Sep 2020	2721
Oct 2020	2509
Nov 2020	2314
Dec 2020	2180
Jan 2021	2365
Feb 2021	2412
Mar 2021	2619
Apr 2021	2716
May 2021	2551
Jun 2021	3346
Jul 2021	3086
Aug 2021	2908
Sep 2021	2767
Oct 2021	2734
Nov 2021	2706
Dec 2021	2702
Jan 2022	3244
Feb 2022	2607
Mar 2022	3125
Apr 2022	2917
May 2022	2851

# Page Views



## Page Views

### Category # of Page Views

May 2020	2653
Jun 2020	15525
Jul 2020	14729
Aug 2020	14039
Sep 2020	12457
Oct 2020	11861
Nov 2020	11552
Dec 2020	10550
Jan 2021	12112
Feb 2021	11204
Mar 2021	12948
Apr 2021	12227
May 2021	12667
Jun 2021	15095
Jul 2021	12777
Aug 2021	12759
Sep 2021	11901
Oct 2021	12392
Nov 2021	12709
Dec 2021	13061
Jan 2022	16840
Feb 2022	11726
Mar 2022	14578
Apr 2022	12935
May 2022	13326

### 3 Year Previous Website Usage



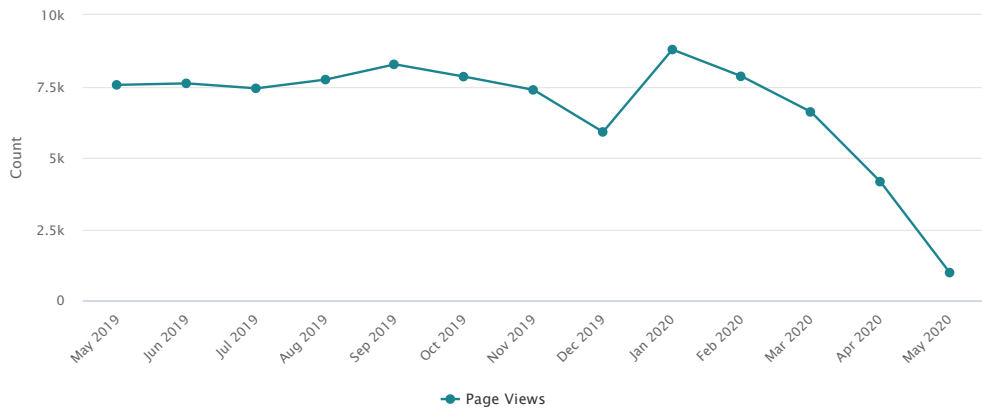
Visitors

#### Category Unique Visitors

**May 2019** 4944  
**Jun 2019** 5073  
**Jul 2019** 5314  
**Aug 2019** 5254  
**Sep 2019** 5756  
**Oct 2019** 5537  
**Nov 2019** 5305  
**Dec 2019** 4561  
**Jan 2020** 5880  
**Feb 2020** 5582  
**Mar 2020** 4530  
**Apr 2020** 2769  
**May 2020** 632



### Page Views

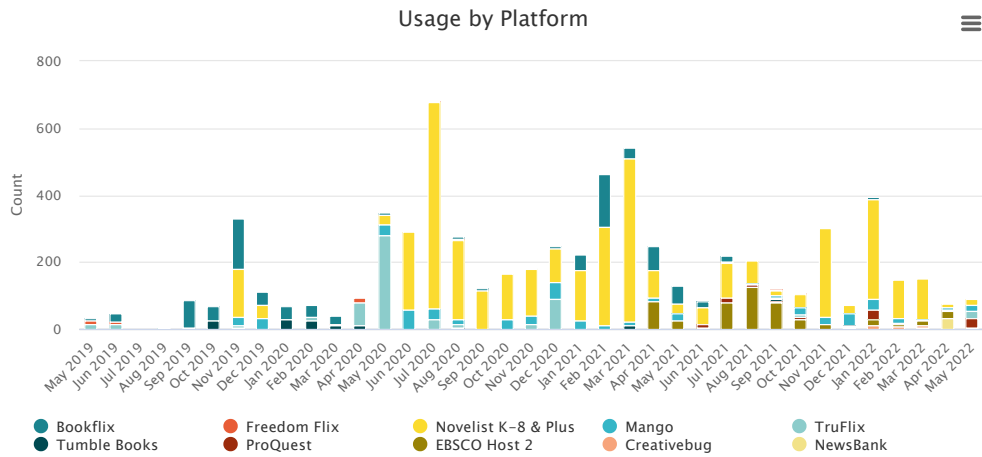


#### Page Views

##### Category Page Views

**May 2019** 7553  
**Jun 2019** 7605  
**Jul 2019** 7431  
**Aug 2019** 7738  
**Sep 2019** 8271  
**Oct 2019** 7841  
**Nov 2019** 7377  
**Dec 2019** 5905  
**Jan 2020** 8789  
**Feb 2020** 7851  
**Mar 2020** 6605  
**Apr 2020** 4164  
**May 2020** 981

### 3 Year Database Usage



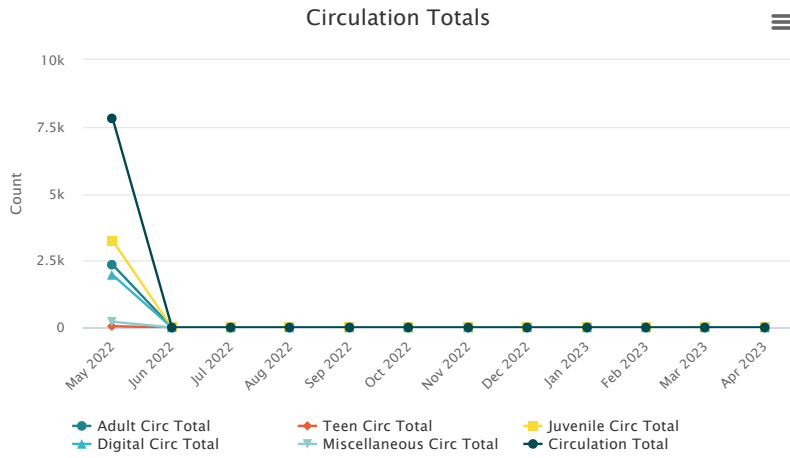
Usage by Platform

Category	Bookflix	Freedom Flix	Novelist K-8 & Plus	Mango	TruFlix	Tumble Books	ProQuest	EBSCO Host 2	Creativebug	NewsBank
May 2019	10	8	0	0	15	1	0	0	0	0
Jun 2019	22	10	0	0	13	0	0	0	0	0
Jul 2019	0	0	0	0	0	0	0	0	0	0
Aug 2019	0	0	0	3	0	0	0	0	0	0
Sep 2019	84	0	0	0	3	0	0	0	0	0
Oct 2019	43	0	0	0	24	0	0	0	0	0
Nov 2019	152	1	142	25	8	3	0	0	0	0
Dec 2019	40	0	39	34	0	0	0	0	0	0
Jan 2020	37	0	0	0	30	0	0	0	0	0
Feb 2020	36	2	0	11	24	0	0	0	0	0
Mar 2020	25	5	0	1	10	0	0	0	0	0
Apr 2020	4	13	0	70	10	0	0	0	0	0
May 2020	6	1	29	31	281	0	0	0	0	0
Jun 2020	0	0	236	55	0	1	0	0	0	0
Jul 2020	0	3	615	32	30	0	0	0	0	0
Aug 2020	9	3	238	12	13	2	0	0	0	0
Sep 2020	7	0	115	0	0	0	0	0	0	0
Oct 2020	0	0	139	27	0	0	0	0	0	0
Nov 2020	4	1	138	28	13	0	0	0	0	0
Dec 2020	10	0	100	51	88	0	0	0	0	0
Jan 2021	45	0	152	24	0	1	0	0	0	0
Feb 2021	156	0	296	10	0	0	0	0	0	0
Mar 2021	33	0	486	11	0	11	0	0	0	0
Apr 2021	74	0	80	12	0	0	0	83	0	0
May 2021	152	0	31	22	0	0	0	24	0	0
Jun 2021	16	0	49	0	0	3	10	3	0	0
Jul 2021	17	3	104	0	3	0	14	78	0	0
Aug 2021	10	0	68	5	0	0	6	127	0	0
Sep 2021	10	3	17	6	4	5	4	80	0	0
Oct 2021	0	3	38	23	8	0	6	29	0	0
Nov 2021	0	0	265	20	0	0	0	16	0	0
Dec 2021	0	0	25	36	0	3	3	3	0	0
Jan 2022	5	0	299	33	0	0	29	18	9	0
Feb 2022	0	0	116	14	3	0	0	8	6	0
Mar 2022	0	0	122	2	0	0	2	13	7	4
Apr 2022	0	0	10	7	0	0	6	19	1	33
May 2022	0	0	18	18	22	0	29	4	0	0

# FY 22-23 Graphs

## FY 22-23 Circulation Totals

7,810  
TOTAL CIRCS



### Circulation Totals

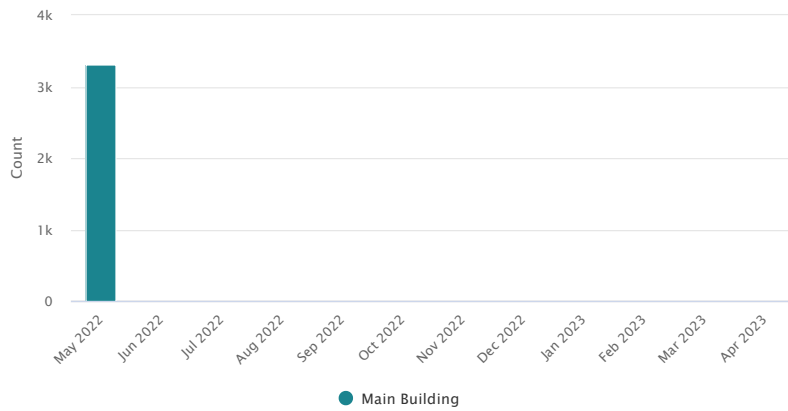
Category	Adult Circ Total	Teen Circ Total	Juvenile Circ Total	Digital Circ Total	Miscellaneous Circ Total	Circulation Total
May 2022	344	48	3242	1963	213	7810
Jun 2022	0	0	0	0	0	0
Jul 2022	0	0	0	0	0	0
Aug 2022	0	0	0	0	0	0
Sep 2022	0	0	0	0	0	0
Oct 2022	0	0	0	0	0	0
Nov 2022	0	0	0	0	0	0
Dec 2022	0	0	0	0	0	0
Jan 2023	0	0	0	0	0	0
Feb 2023	0	0	0	0	0	0
Mar 2023	0	0	0	0	0	0
Apr 2023	0	0	0	0	0	0

# FY 22-23 Visits

## Visits



3,315  
TOTAL VISITS



Visits

### Category Main Building

May 2022 3315

Jun 2022 0

Jul 2022 0

Aug 2022 0

Sep 2022 0

Oct 2022 0

Nov 2022 0

Dec 2022 0

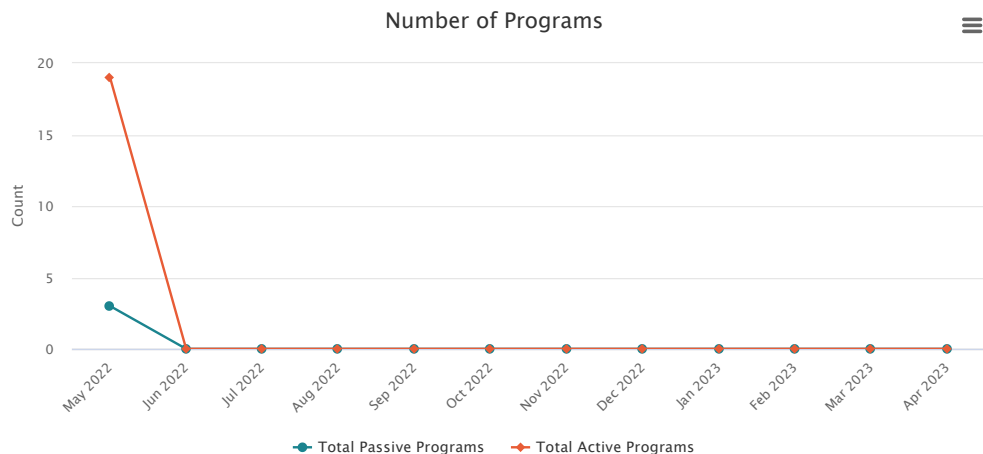
Jan 2023 0

Feb 2023 0

Mar 2023 0

Apr 2023 0

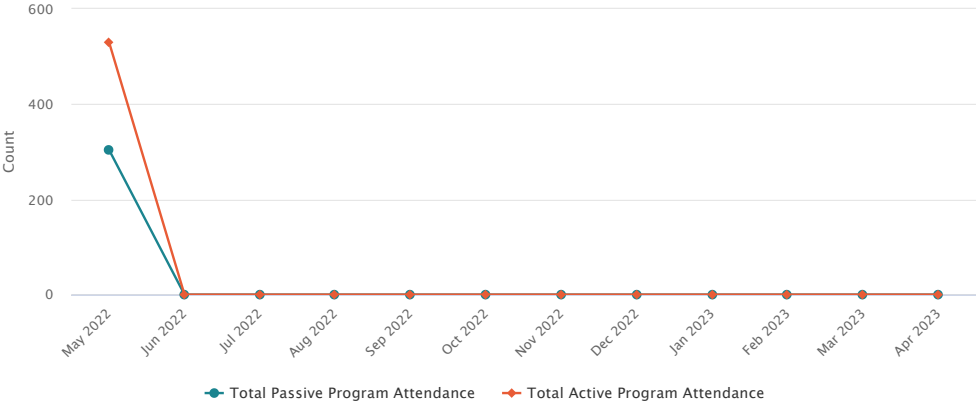
# FY 22-23 Programming



Number of Programs

Category	Total Passive Programs	Total Active Programs
May 2022	3	19
Jun 2022	0	0
Jul 2022	0	0
Aug 2022	0	0
Sep 2022	0	0
Oct 2022	0	0
Nov 2022	0	0
Dec 2022	0	0
Jan 2023	0	0
Feb 2023	0	0
Mar 2023	0	0
Apr 2023	0	0

Program Attendance

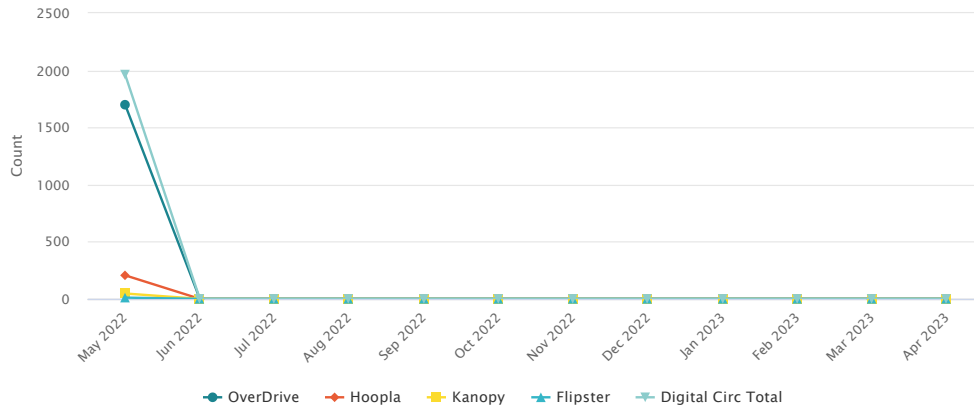


Program Attendance

Category	Total Passive Program Attendance	Total Active Program Attendance
May 2022	304	530
Jun 2022	0	0
Jul 2022	0	0
Aug 2022	0	0
Sep 2022	0	0
Oct 2022	0	0
Nov 2022	0	0
Dec 2022	0	0
Jan 2023	0	0
Feb 2023	0	0
Mar 2023	0	0
Apr 2023	0	0

# FY 22-23 Digital Collections

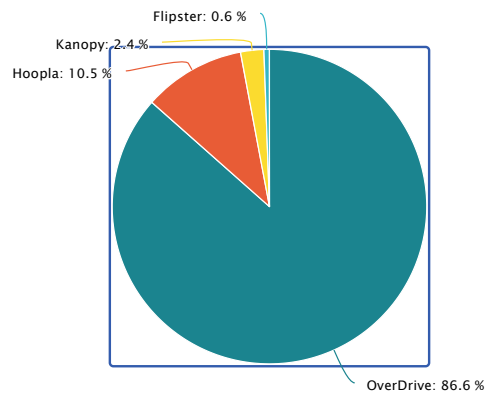
## Monthly Usage



Monthly Usage

Category	OverDrive	Hoopla	Kanopy	Flipster	Digital Circ Total
May 2022	1699	206	47	11	1963
Jun 2022	0	0	0	0	0
Jul 2022	0	0	0	0	0
Aug 2022	0	0	0	0	0
Sep 2022	0	0	0	0	0
Oct 2022	0	0	0	0	0
Nov 2022	0	0	0	0	0
Dec 2022	0	0	0	0	0
Jan 2023	0	0	0	0	0
Feb 2023	0	0	0	0	0
Mar 2023	0	0	0	0	0
Apr 2023	0	0	0	0	0

## Distribution by Platform



Distribution by  
Platform

Category	Series 1
OverDrive	1699
Hoopla	206
Kanopy	47
Flipster	11



# FY 22-23 Website Usage



5,466  
TOTAL SESSIONS

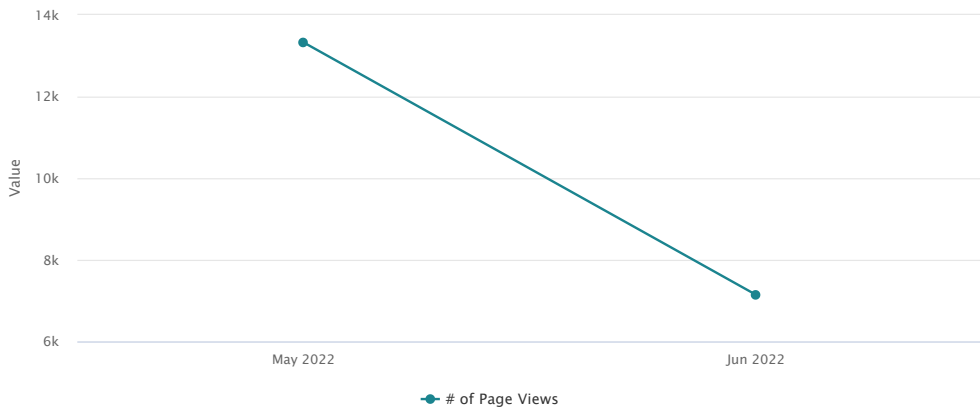
Visitors

**Category # of Visitors**

**May 2022** 2851

**Jun 2022** 1547

# Page Views



Page Views

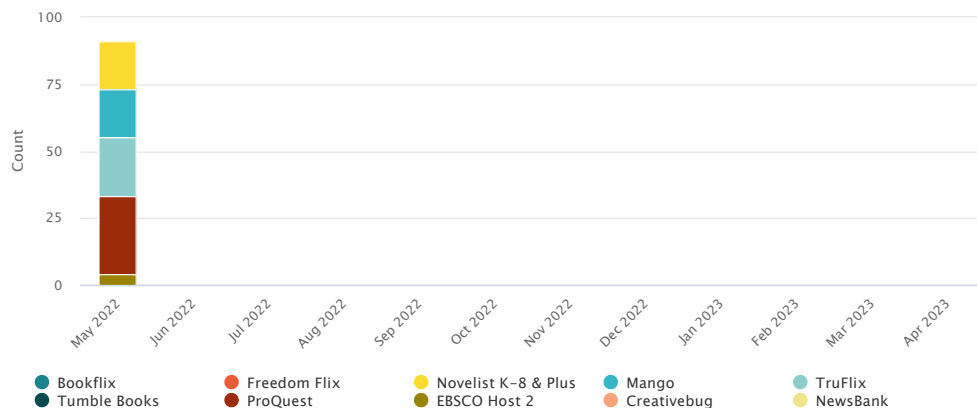
**Category # of Page Views**

**May 2022** 13326

**Jun 2022** 7141

# FY 22-23 Database Usage

Usage by Platform



Usage by Platform

Category	Bookflix	Freedom Flix	Novelist K-8 & Plus	Mango	TruFlix	Tumble Books	ProQuest	EBSCO Host 2	Creativebug	NewsBank
May 2022	0	18	18	22	0	29	4	0	0	
Jun 2022	0	0	0	0	0	0	0	0	0	
Jul 2022	0	0	0	0	0	0	0	0	0	
Aug 2022	0	0	0	0	0	0	0	0	0	
Sep 2022	0	0	0	0	0	0	0	0	0	
Oct 2022	0	0	0	0	0	0	0	0	0	
Nov 2022	0	0	0	0	0	0	0	0	0	
Dec 2022	0	0	0	0	0	0	0	0	0	
Jan 2023	0	0	0	0	0	0	0	0	0	
Feb 2023	0	0	0	0	0	0	0	0	0	
Mar 2023	0	0	0	0	0	0	0	0	0	
Apr 2023	0	0	0	0	0	0	0	0	0	