

March 15th, 2022 Board Meeting

agenda

<u>item</u>	<u>DOCUMENT</u>	<u>Section</u>
1,2	CTO, Additions (2 minutes)(7:02pm)	
	Document Summary	1A
	Agenda	2A-2B
3	Opportunity to Address Board (5 minutes per community member)(7:07pm)	
4	Consent Agenda	
	Minutes of February 15th, 2022 Board of Trustees Meeting (action)(5 minutes)(7:12pm)	3A-3B
5	Financial Reports (White and Yellow) (5 minutes)(7:17pm)	
	February Detailed Revenue & Expense Report (action)	4A-4F
	February Detailed Balance Sheet (action)	5A-5C
6	Approval of Checks (Green) (5 minutes)(7:22pm)	
	February Check Disbursement Report (action)	6A-6F
7	Committee Reports (10 minutes)(7:32pm)	
8	New Business	
	Trustee for April 23 Friends of the Library Meeting (10 minutes)(7:42pm)	
9	Old Business	
	Annual Evaluation for Library Director (10 minutes)(7:52pm)	7A
	Social Media Policy (action)(15 minutes)(8:07pm)(available at meeting)	8
	Capital Project Update/Coordinator's Report (5 minutes)(8:12pm)	
10	Director's Report (5 minutes)(8:17pm)	
	Librarian's Narrative Report	9A-9C
11	Executive Session(s)	
12	Any and All Other Business ...	
13	Adjournment (1 minute)(8:18pm)	
14	Attachments	
	February 2022 Statistics	10

Lake Bluff Public Library
Board of Library Trustees Meeting
Tuesday, March 15, 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/82794404813?pwd=Zk9kdWpzNFY2eU1xaHJ5QXRvTmpFZz09>

Meeting ID: 827 9440 4813

Passcode: 881330

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Find your local number: <https://us06web.zoom.us/j/82794404813?pwd=Zk9kdWpzNFY2eU1xaHJ5QXRvTmpFZz09>

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 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

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 February 15th, 2022 Board Meeting **(action)(5 minutes)(7:12pm)**
5. **February 2022 Financial Reports – Detailed Balance and Revenue/Expense (action) (5 minutes)(7:17pm)**
 - a. February Detailed Revenue & Expense Report
 - b. February Detailed Balance Sheet
6. **Approval of checks (action)(5 minutes)(7:22pm)**
 - a. February Monthly Checks (15113, 15115-15139)**(action)**
7. **Committee Reports (10 minutes)(7:32pm) (Met)**
 - a. Building and Grounds Committee (**CHAIR:** Jerch. **MEMBERS:** Meierhoff, and Shaul.)
 - b. Campaign Planning Committee (AD HOC) (**CHAIR:** Meierhoff. **MEMBERS:** Heintzelman and Jerch.)
 - c. Human Resources Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch and Heintzelman.)

(Did Not Meet)

 - d. Bylaw and Policy Committee (**MEMBERS:** Heintzelman and Meierhoff.)
 - e. Community Engagement Committee (**CHAIR:** Graziano. **MEMBERS:** Jerch.)
 - f. Finance Committee (**CHAIR:** Hayes. **MEMBERS:** Meierhoff, and Zaute.)
 - g. Intergovernmental Committee (**CHAIR:** Bailey. **MEMBERS:** Jerch and Graziano.)
 - h. Long Range Planning Committee (**CHAIR:** Heintzelman. **MEMBERS:** Hayes and Zaute.)
 - i. Technology Committee (**CHAIR:** Zaute. **Members:** Hayes and Shaul.)
8. **New Business**
 - a. Trustee for April 23 Friends of the Library Meeting **(10 minutes)(7:42pm)**
9. **Old Business**
 - a. Annual Evaluation for Library Director **(10 minutes)(7:52pm)**
 - b. Social Media Policy **(action)(15 minutes)(8:07pm)(available at meeting)**
 - c. Capital Project Update/Coordinator's Report **(5 minutes)(8:12pm)**

10. Director's Report (5 minutes)(8:17pm)

- 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)(8:18pm)

Attachments:

Statistics for February 2022

Upcoming Board Meetings: April 19, May 17, and June 21, 2022.

Lake Bluff Public Library
Board of Library Trustees Meeting Minutes
Tuesday, February 15, 2022 at 7:00 PM
 123 E. Scranton Ave, Lake Bluff, IL, 60044

Notice: This meeting of the Lake Bluff Library Trustees was held without a quorum of Trustees physically present. The Trustees conducted the Board meeting with all Trustees attending remotely via electronic means. 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 Bill Hayes, Jon Heintzelman, Janie Jerch, Kathy Meierhoff, Jenny Graziano, and Matt Zaute. Also present were Library Employees Martha O'Hara, Eliza Jarvi, Katie Horner, and Development Coordinator Melissa Williams. Trustee Bonnie Shaul was absent.
2. **Additions & Corrections to the Agenda:** Under New Business, Bailey added a discussion of how to present an Employee Appreciation event, which has historically been a Holiday luncheon, during pandemic restrictions.
3. **Opportunity for Public to Address the Board:** No one wished to speak.
4. **Approval of Minutes:** It was noted that two Committee Chairs were incorrect, that Graziano is chair of HR and CE and Jerch is a member of both. Jerch moved and Meierhoff seconded a motion to approve the amended minutes of Jan.18, 2022; all voted aye.
5. **January 2022 Financial Reports:** Bailey reported that 97.95% property tax revenues have been received and that 76% of our annual budget expended, so we are right on track with 75% of the fiscal year completed. Bailey also mentioned that a new accounting firm, Lauterbach and Amen, has taken over day-to-day accounting for the Village and thus the Library. Zaute moved and Hayes seconded a motion to accept the January 2022 Financial Reports; all voted aye.
6. **Approval of January 2022 Checks:** Zaute moved and Meierhoff seconded a motion to approve January 2022 checks #15068, 15070-15112; all voted aye.
7. **Committee Reports:**
 - (Met)
 - a. **Building and Grounds** (Chair: Jerch, Members: Meierhoff, Shaul) Jerch reported that they've been busy with the Stroh Reading Room project, having met several times with Shaun Kelley and Jason Perkunas of Engberg Anderson, donor Cal Stroh, and various Library employees to discuss wall, furniture, and fireplace finishes and see samples, to discuss cost estimates (significantly over budget) and construction timeline (significantly behind schedule). Clearly there is much yet to do. Fortunately, many great ideas resulting in cost savings are being considered. Stay tuned!
 - b. **Human Resources** (Chair: Graziano, Members: Jerch, Heintzelman) Graziano will report during New Business, item 8.
 - c. **Campaign Planning Committee (AD HOC)** (Chair: Meierhoff, Members: Bailey, Heintzelman, Jerch, Development Coordinator Williams) Meierhoff reported having a solid proposal for seeking an agreement with the Friends of the Library to coordinate fundraising efforts under the Friends banner, and that there will be a meeting, soon but as yet unplanned, to present this proposal. She also reported that Williams is pursuing the State of Illinois grant, which we were awarded, but funds have yet to be released. Williams is also looking into the possible availability of the old PNC Bank building across the street from the Library.
 - d. **Finance** (Chair: Hayes, Members: Meierhoff, Zaute) Hayes reported meeting to examine the proposed budget for FY2022-2023, and with one small amendment (detailed in Old Business, item 9); the Committee recommended that the Board approve the amended budget.

e. Long Range Planning (Chair: Heintzelman, Members: Hayes, Zaute) Heintzelman reported meeting on Jan. 31 to fine-tune the community survey, which will be the first survey sent out to the public in 4 years. This will go out on June 1 and results will be gathered over the summer. Findings will aid in leading the creation of a new long-term plan, which they anticipate being a 3-year plan.

(Did Not Meet)

f. Bylaw and Policy Committee: (Heintzelman, Meierhoff)

g. Community Engagement (Chair: Graziano, Member: Jerch)

h. Intergovernmental (Chair: Bailey, Members: Jerch, Graziano)

i. Technology (Chair: Zaute, Members: Hayes, Shaul) Zaute reported that while this committee has not formally met, they have been busy visiting neighboring libraries (7 visits by the end of this week!). They have been accompanied by various members of our Library staff and energized by what they have observed. They noted that their focus is not only on the technology used by these other libraries but also the choices in programming and the use of physical space. A holistic view adds great value to these visits!

8. New Business:

a. Annual Evaluation: Graziano reported that the Director's Annual Evaluation is well under way and that the last stage of information gathering will wrap up this week. The committee will meet again before the end of February to prepare the evaluation for presentation to Bailey and the Board.

9. Old Business:

a. Draft Budget for FY2022-2023: Second Reading: Bailey shared the details and explained the slight amendment to the proposed budget, which is simply an accounting issue concerning the Development Coordinator's salary, and will have no net effect on the overall budget. Hayes moved and Heintzelman seconded a motion to approve the amended FY2022-2023 budget; all voted aye.

b. Capital Project Update: Williams, Bailey and Meierhoff are making progress while meeting weekly with the Campaign Planning Committee. Stay tuned here, too!

10. Director's Report Highlights:

- A donation of \$3000 from Davey Tree came in to provide for a summer garden on the west side of the Library. Jillian Chapman solicited this donation to enhance the Summer Reading Club, which will focus on gardens.
- The number of visitors to the Library is down due to the Omicron variant, but circulation numbers are up. The number of offerings of e-materials has increased significantly, as has the demand for such.
- With Rachel Yancy being added to the Library Staff, we are back once again to a full complement of employees.

11. Executive Session: There was none.

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

13. Adjournment: Jerch moved and Heintzelman seconded a motion to adjourn; all voted aye. The meeting adjourned at 8:26 pm.

Respectfully Submitted,

Janie Jerch

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2021-22 AMENDED BUDGET	% BDC USED
		MONTH 02/28/22 INCR (DECR)	MONTH 02/28/21 INCR (DECR)	02/28/2022 NORM (ABNORM)	02/28/2021 NORM (ABNORM)		
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Revenues							
Dept 300 - REVENUE							
PROPERTY TAX							
080-300-30000	PROPERTY TAX REVENUE	17,861.13	0.00	1,007,593.75	963,177.09	1,014,510.00	99.32
PROPERTY TAX		17,861.13	0.00	1,007,593.75	963,177.09	1,014,510.00	99.32
SERVICES							
080-300-34235	PHOTO-COPY CHARGES	131.86	21.90	1,438.02	122.66	2,100.00	68.48
080-300-34250	NON-RESIDENT FEES	93.70	304.76	5,151.44	3,457.81	5,000.00	103.03
080-300-34260	PASSPORT FEES	1,762.53	0.00	16,539.70	0.00	7,000.00	236.28
SERVICES		1,988.09	326.66	23,129.16	3,580.47	14,100.00	164.04
FINES							
080-300-35700	RENTAL FINES	11.88	19.18	2,402.21	592.82	1,000.00	240.22
FINES		11.88	19.18	2,402.21	592.82	1,000.00	240.22
GRANTS							
080-300-36265	PER CAPITA GRANTS	0.00	0.00	8,439.95	7,152.50	0.00	100.00
GRANTS		0.00	0.00	8,439.95	7,152.50	0.00	100.00
MISCELLANEOUS REVENUE							
080-300-37000	VILLAGE CONTRIBUTION	0.00	0.00	0.00	0.00	9,200.00	0.00
080-300-37010	VLIET OPERATING COST CONTRIB	390.00	0.00	1,180.00	0.00	780.00	151.28
080-300-37020	SCHOOL DIST 65 IGA	1,500.00	1,000.00	1,550.00	1,500.00	1,550.00	100.00
080-300-38310	CONTRIBUTIONS/DONATIONS	50.80	0.20	288.02	269.74	0.00	100.00
080-300-38315	RESTRICTED DONATIONS	3,000.00	14,000.00	7,236.69	19,293.55	0.00	100.00
080-300-38800	NAPERVILLE (IMPACT) FEE	0.00	6,478.08	0.00	6,478.08	0.00	0.00
080-300-38850	LICENSE RENEWALS	(0.77)	0.00	(73.14)	0.00	2,000.00	(3.66)
080-300-38900	MISCELLANEOUS INCOME	312.94	0.00	22,815.69	74.55	1,000.00	281.57
MISCELLANEOUS REVENUE		5,252.97	21,478.28	32,997.26	27,615.92	14,530.00	227.10
INTEREST EARNINGS							
080-300-37500	INTEREST EARNINGS	47.57	34.37	190.86	704.14	3,000.00	6.36
INTEREST EARNINGS		47.57	34.37	190.86	704.14	3,000.00	6.36
Total Dept 300 - REVENUE		25,161.64	21,858.49	1,074,753.19	1,002,822.94	1,047,140.00	102.64
TOTAL REVENUES		25,161.64	21,858.49	1,074,753.19	1,002,822.94	1,047,140.00	102.64

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REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2021-22	% BDGT
		MONTH 02/28/22	MONTH 02/28/21	02/28/2022	02/28/2021		
		INCR (DECR)	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)		
Fund 080 - LAKE BLUFF PUBLIC LIBRARY	Expenditures						

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/22 INCR (DECR)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	YTD BALANCE 02/28/2022 NORM (ABNORM)	YTD BALANCE 02/28/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	% BDGT USED
Fund 080 - LAKE BLUFF PUBLIC LIBRARY							
Expenditures							
Dept 603 - LIBRARY ADMINISTRATION							
SALARIES							
080-603-40025	LIBRARIAN SALARIES	12,637.32	12,294.58	126,201.83	124,090.30	152,000.00	83.03
080-603-40030	STAFF SALARIES	33,964.18	27,533.74	330,679.25	278,572.79	372,000.00	88.89
SALARIES		46,601.50	39,828.32	456,881.08	402,663.09	524,000.00	87.19
BENEFITS							
080-603-40400	MEDICAL INSURANCE	17,729.02	9,530.17	94,339.18	84,133.84	95,000.00	99.30
080-603-40900	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	250.00	0.00
080-603-40970	EMPLOYER FICA TAX	3,512.65	2,995.13	34,431.63	30,282.75	38,000.00	90.61
080-603-40980	IMRF RETIREMENT CONTRIBUTION	2,380.85	3,305.16	25,792.40	34,412.83	39,000.00	66.13
BENEFITS		23,622.52	15,830.46	154,563.21	148,829.42	172,250.00	89.73
CONTRACTS							
080-603-41000	MAINTENANCE-BUILDING	1,064.82	4,134.92	28,060.36	29,206.93	32,000.00	87.69
080-603-41020	ELEVATOR MAINTENANCE	0.00	0.00	1,198.00	318.00	2,000.00	59.90
080-603-41050	MAINTENANCE-GROUNDS	29.98	2,300.00	4,464.98	4,680.85	6,500.00	68.69
080-603-41300	COMPUTER SERVICES	0.00	0.00	14,690.00	13,390.00	13,000.00	113.00
080-603-41313	COPIER MAINTENANCE/SUPPLIES	0.00	0.00	3,066.90	1,897.47	4,000.00	76.67
080-603-41314	OTHER PROFESSIONAL/CONTRACTUAL	0.00	0.00	5,391.65	7,556.00	5,000.00	107.83
080-603-41350	LEGAL SERVICES	0.00	0.00	3,262.50	1,462.50	2,000.00	163.13
080-603-44810	PER CAPITAL GRANT EXPENDITURES	1,471.45	1,689.88	5,718.84	5,834.46	0.00	100.00
080-603-70000	CONTINGENCY	0.00	0.00	0.00	0.00	1,540.00	0.00
CONTRACTS		2,566.25	8,124.80	65,853.23	64,346.21	66,040.00	99.72
COMMODITIES							
080-603-42400	PROFESSIONAL DEVELOPMENT	50.00	0.00	120.00	0.00	3,000.00	4.00
080-603-42440	DUES	114.00	0.00	1,615.60	1,288.14	2,500.00	64.62
080-603-43230	UTILITIES	627.95	546.38	7,549.61	10,942.16	14,000.00	53.93
080-603-43300	POSTAGE	926.20	327.64	5,407.00	1,651.33	3,500.00	154.49
080-603-43410	PRINTING/E-NEWSLETTER	2,169.99	1,205.99	8,830.90	5,279.86	10,000.00	88.31
080-603-43550	OFFICE SUPPLIES	1,225.09	636.24	6,746.98	8,393.90	6,000.00	112.45
080-603-43660	MAINTENANCE SUPPLIES-BUILDING	124.22	66.61	1,663.88	543.43	2,000.00	83.19
080-603-43668	TECHNICAL SERVICES SUPPLIES	164.17	461.85	4,081.31	3,055.89	5,000.00	81.63
080-603-43700	HOSPITALITY PROGRAM SUPPLIES	300.00	0.00	479.15	209.85	500.00	95.83
080-603-43710	ADULT PROGRAM SUPPLIES	319.04	0.00	6,843.83	7,308.20	7,000.00	97.77
080-603-43720	JUVENILE PROGRAM SUPPLIES	645.65	147.85	5,284.10	3,783.71	7,000.00	75.49
080-603-43730	OUTREACH SUPPLIES	472.85	103.00	1,692.97	2,222.53	5,000.00	33.86
080-603-43740	TEEN PROGRAM SUPPLIES	128.77	0.00	764.93	487.24	1,250.00	61.19
COMMODITIES		7,267.93	3,495.56	51,080.26	45,166.24	66,750.00	76.52
PROGRAM EXPENSES							
080-603-46100	MISCELLANEOUS EXPENSES	25.20	25.40	363.79	517.36	1,000.00	36.38
PROGRAM EXPENSES		25.20	25.40	363.79	517.36	1,000.00	36.38

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2021-22 AMENDED BUDGET	% BGDGT USED
		MONTH 02/28/22 INCR (DECR)	MONTH 02/28/21 INCR (DECR)	02/28/2022 NORM (ABNORM)	02/28/2021 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	20,000.00	0.00
080-603-71000	INTERFUND OUT	0.00	0.00	0.00	0.00	20,000.00	0.00
CAPITAL EQUIPMENT							
080-603-45000	ADULT NON-FICTION BOOKS	805.10	1,585.76	15,408.83	11,823.38	17,000.00	90.64
080-603-45100	ADULT FICTION BOOKS	1,218.04	1,946.65	14,164.71	11,912.94	15,500.00	91.39
080-603-45110	ADULT LARGE PRINT MATERIAL	34.70	111.52	392.98	499.35	600.00	65.50
080-603-45200	ADULT AUDIO VISUAL MATERIAL	1,319.52	1,278.84	9,928.14	8,633.89	15,500.00	64.05
080-603-45220	ADULT REFERENCE/E-REFER	439.18	30.00	15,428.08	17,071.72	19,500.00	79.12
080-603-45400	JUVENILE NON-FICTION	326.92	4,129.52	8,724.29	8,920.92	11,500.00	75.86
080-603-45410	PICTURE BOOKS, READERS	208.90	2,555.83	7,426.01	7,343.54	6,000.00	123.77
080-603-45420	JUVENILE FICTION	267.81	888.89	8,256.69	5,195.83	7,750.00	106.54
080-603-45430	JUVENILE AUDIO-VISUAL	114.69	64.67	2,984.82	413.03	4,000.00	74.62
080-603-45440	JUVENILE E-REFERENCE	0.00	0.00	1,835.00	1,835.00	4,250.00	43.18
080-603-45450	TEEN BOOKS	0.00	10.16	2,202.34	1,668.18	2,500.00	88.09
080-603-45460	E-BOOKS	1,365.57	1,302.45	14,181.99	16,202.59	17,000.00	83.42
080-603-45470	GRAPHIC NOVELS	0.00	0.00	626.27	231.35	750.00	83.50
080-603-45500	PERIODICALS	77.90	0.00	6,796.83	4,097.75	6,750.00	100.69
080-603-45510	VIDEO GAMES	59.99	0.00	3,018.31	1,470.22	3,500.00	86.24
080-603-45520	TRENDING TITLES	48.68	0.00	504.59	213.72	2,000.00	25.23
080-603-45600	PATRON & STAFF SOFTWARE	15.93	65.87	8,990.82	8,831.61	12,000.00	74.92
080-603-45610	LIBRARY AUTOMATION SOFTWARE	0.00	0.00	21,950.00	21,950.00	22,000.00	99.77
080-603-50100	LIBRARY FURNISHINGS	0.00	0.00	1,188.54	3,175.00	1,000.00	118.85
080-603-58100	COMPUTER EQUIPMENT	0.00	94.76	156.94	2,011.49	1,000.00	15.69
080-603-58270	OTHER EQUIPMENT	0.00	0.00	282.02	0.00	7,000.00	4.03
CAPITAL EQUIPMENT		6,302.93	14,064.92	144,448.20	133,501.51	177,100.00	81.56
CAPITAL BUILDING							
080-603-51200	EXT BUILDING IMPROVEMENTS	0.00	0.00	20,723.14	0.00	20,000.00	103.62
CAPITAL BUILDING		0.00	0.00	20,723.14	0.00	20,000.00	103.62
Total Dept 603 - LIBRARY ADMINISTRATION		86,386.33	81,369.46	893,912.91	795,023.83	1,047,140.00	85.37
TOTAL EXPENDITURES		86,386.33	81,369.46	893,912.91	795,023.83	1,047,140.00	85.37
Fund 080 - LAKE BLUFF PUBLIC LIBRARY:							
TOTAL REVENUES		25,161.64	21,858.49	1,074,753.19	1,002,822.94	1,047,140.00	102.64
TOTAL EXPENDITURES		86,386.33	81,369.46	893,912.91	795,023.83	1,047,140.00	85.37
NET OF REVENUES & EXPENDITURES		(61,224.69)	(59,510.97)	180,840.28	207,799.11	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 02/28/22 INCR (DECR)	ACTIVITY FOR MONTH 02/28/21 INCR (DECR)	YTD BALANCE 02/28/2022 NORM (ABNORM)	YTD BALANCE 02/28/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	% BGD USED
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	7,152.50	0.00
GRANTS		0.00	0.00	0.00	0.00	8,152.50	0.00
MISCELLANEOUS REVENUE							
082-300-38300	UNRESTRICTED DONATIONS/CONTRIB	0.00	0.00	11.88	0.00	15,000.00	0.08
082-300-38315	RESTRICTED DONATIONS	0.00	0.00	688.11	0.00	2,000.00	34.41
MISCELLANEOUS REVENUE		0.00	0.00	699.99	0.00	17,000.00	4.12
Total Dept 300 - REVENUE		0.00	0.00	699.99	0.00	25,152.50	2.78
TOTAL REVENUES		0.00	0.00	699.99	0.00	25,152.50	2.78
Expenditures							
Dept 603 - LIBRARY ADMINISTRATION							
CONTRACTS							
082-603-44810	PER CAPITAL GRANT EXPENDITURES	0.00	0.00	0.00	0.00	7,152.50	0.00
CONTRACTS		0.00	0.00	0.00	0.00	7,152.50	0.00
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	0.00	0.00	9,799.63	7,424.19	17,000.00	57.64
PROGRAM EXPENSES		0.00	0.00	9,799.63	7,424.19	17,000.00	57.64
Total Dept 603 - LIBRARY ADMINISTRATION		0.00	0.00	9,799.63	7,424.19	25,152.50	38.96
TOTAL EXPENDITURES		0.00	0.00	9,799.63	7,424.19	25,152.50	38.96
Fund 082 - LIBRARY GRANTS & GIFTS FUND:							
TOTAL REVENUES		0.00	0.00	699.99	0.00	25,152.50	2.78
TOTAL EXPENDITURES		0.00	0.00	9,799.63	7,424.19	25,152.50	38.96
NET OF REVENUES & EXPENDITURES		0.00	0.00	(9,099.64)	(7,424.19)	0.00	100.00

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REVENUE AND EXPENDITURE REPORT FOR LAKE BLUFF VILLAGE

PERIOD ENDING 02/28/2022

GL NUMBER	DESCRIPTION	ACTIVITY FOR	ACTIVITY FOR	YTD BALANCE	YTD BALANCE	2021-22 AMENDED BUDGET	% BDGT USED
		MONTH 02/28/22 INCR (DECR)	MONTH 02/28/21 INCR (DECR)	02/28/2022 NORM (ABNORM)	02/28/2021 NORM (ABNORM)		
TOTAL REVENUES - ALL FUNDS		25,161.64	21,858.49	1,075,453.18	1,002,822.94	1,072,292.50	100.29
TOTAL EXPENDITURES - ALL FUNDS		86,386.33	81,369.46	903,712.54	802,448.02	1,072,292.50	84.28
NET OF REVENUES & EXPENDITURES		(61,224.69)	(59,510.97)	171,740.64	200,374.92	0.00	100.00

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	9,521.49	(2,291.91)
	A/R - OTHER	9,521.49	(2,291.91)
CASH/INVESTMENTS			
080-100-10000	CHECKING ACCT - LF BANK & TRST	146,116.06	165,399.14
080-100-10070	CASH DRAWER OVER/SHORT	(0.66)	(69.03)
080-100-10075	PETTY CASH	150.00	150.00
080-100-10110	ILLINOIS FUND (IPTIP)	323,063.50	501,362.26
080-100-10113	ILLINOIS FUNDS - GRANTS	1.80	1.80
080-100-10115	ILLINOIS FUNDS - EPAY	22,797.04	23,889.51
	CASH/INVESTMENTS	492,127.74	690,733.68
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
	Total Assets	1,500,460.91	1,687,253.45
*** Liabilities ***			
ACCRUED PAYROLL			
080-200-20300	ACCRUED PAYROLL	22,053.37	22,053.37
	ACCRUED PAYROLL	22,053.37	22,053.37
ACCOUNTS PAYABLE			
080-200-20000	ACCOUNTS PAYABLE	29,622.46	29,526.48
	ACCOUNTS PAYABLE	29,622.46	29,526.48
A/P - OTHER			
080-200-20220	SOCIAL SECURITY TAX PAYABLE	0.00	(14,316.99)
080-200-20230	STATE INCOME TAX PAYABLE	0.00	13,768.04
080-200-20240	IMRF PAYABLE	0.00	3,911.41
080-200-20245	ICMA 457 PLAN PAYABLE	0.00	2,685.78
	A/P - OTHER	0.00	6,048.24
LONG TERM LIABILITIES			
	LONG TERM LIABILITIES	0.00	0.00
OTHER DEFERRED REVENUE			
	OTHER DEFERRED REVENUE	0.00	0.00

Fund 080 LAKE BLUFF PUBLIC LIBRARY

GL Number	Description	Current Year Beg. Balance	Balance
*** Liabilities ***			
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
	Total Liabilities	1,066,190.40	1,072,142.66
*** 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
	Total Fund Balance	434,270.51	434,270.51
	Beginning Fund Balance		434,270.51
	Net of Revenues VS Expenditures		180,840.28
	Ending Fund Balance		615,110.79
	Total Liabilities And Fund Balance		1,687,253.45

Fund 082 LIBRARY GRANTS & GIFTS FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
082-100-11360	A/R - OTHER GRANTS RECEIVABLE	8,439.95	8,439.95
	A/R - OTHER	8,439.95	8,439.95
082-100-10000	CASH/INVESTMENTS CHECKING ACCT - LF BANK & TRST	(81,376.47)	(90,827.01)
	CASH/INVESTMENTS	(81,376.47)	(90,827.01)
082-000-00001	DUE TO OTHER FUNDS DUE TO/FROM OTHER FUNDS	20,604.89	20,604.89
	DUE TO OTHER FUNDS	20,604.89	20,604.89
	Total Assets	(52,331.63)	(61,782.17)
*** Liabilities ***			
082-200-20000	ACCOUNTS PAYABLE ACCOUNTS PAYABLE	350.90	0.00
	ACCOUNTS PAYABLE	350.90	0.00
	Total Liabilities	350.90	0.00
*** Fund Balance ***			
082-290-29000	NET POSITION/FUND BALANCE UNRESERVED FUND BALANCE	(52,682.53)	(52,682.53)
	NET POSITION/FUND BALANCE	(52,682.53)	(52,682.53)
	Total Fund Balance	(52,682.53)	(52,682.53)
	Beginning Fund Balance		(52,682.53)
	Net of Revenues VS Expenditures		(9,099.64)
	Ending Fund Balance		(61,782.17)
	Total Liabilities And Fund Balance		(61,782.17)

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CHECK DATE FROM 02/16/2022 - 03/16/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/09/2022	LIBCK	15113	448759567397	AMAZON	MAINTENANCE-BUILDING/TRASH BA	080-603-41000	29.95
		15113	449595388387		OFFICE SUPPLIES	080-603-43550	17.74
		15113	448759567397		OFFICE SUPPLIES/DISINFECTANT	080-603-43550	9.97
		15113	575433747537		TECHNICAL SERVICES SUPPLIES	080-603-43668	53.70
		15113	449736753377		ADULT PROGRAM SUPPLIES	080-603-43710	19.35
		15113	789469857635		ADULT PROGRAM SUPPLIES	080-603-43710	99.69
		15113	988533354333		JUVENILE PROGRAM SUPPLIES	080-603-43720	6.36
		15113	487864939544		JUVENILE PROGRAM SUPPLIES	080-603-43720	10.99
		15113	599536335937		JUVENILE PROGRAM SUPPLIES	080-603-43720	7.89
		15113	776654637446		JUVENILE PROGRAM SUPPLIES	080-603-43720	14.79
		15113	693885685687		TEEN PROGRAM SUPPLIES	080-603-43740	99.12
		15113	467869439349		PER CAPITAL GRANT EXPENDITURE	080-603-44810	203.88
		15113	785344886897		ADULT NON-FICTION BOOKS	080-603-45000	20.57
		15113	435767397895		ADULT FICTION BOOKS	080-603-45100	34.96
		15113	459637864933		ADULT FICTION BOOKS	080-603-45100	17.49
		15113	456949688457		ADULT FICTION BOOKS	080-603-45100	23.40
		15113	877996943753		ADULT FICTION BOOKS	080-603-45100	21.07
		15113	799698359636		ADULT AUDIO VISUAL MATERIAL	080-603-45200	24.96
		15113	437633369383		ADULT AUDIO VISUAL MATERIAL	080-603-45200	34.95
		15113	456895893599		ADULT AUDIO VISUAL MATERIAL	080-603-45200	17.99
		15113	473974668749		ADULT AUDIO VISUAL MATERIAL	080-603-45200	15.00
		15113	576355998548		ADULT AUDIO VISUAL MATERIAL	080-603-45200	14.99
		15113	676868387936		ADULT AUDIO VISUAL MATERIAL	080-603-45200	67.51
		15113	466687958566		ADULT AUDIO VISUAL MATERIAL	080-603-45200	12.96
		15113	447449543776		ADULT AUDIO VISUAL MATERIAL	080-603-45200	135.81
		15113	498594986953		ADULT AUDIO VISUAL MATERIAL	080-603-45200	14.96
		15113	439968435698		ADULT AUDIO VISUAL MATERIAL	080-603-45200	17.99
		15113	466855657335		ADULT AUDIO VISUAL MATERIAL	080-603-45200	27.95
		15113	898699385963		ADULT AUDIO VISUAL MATERIAL	080-603-45200	35.25
		15113	444457935369		ADULT AUDIO VISUAL MATERIAL	080-603-45200	19.99
		15113	496839898657		ADULT AUDIO VISUAL MATERIAL	080-603-45200	11.99
		15113	647374549564		ADULT AUDIO VISUAL MATERIAL	080-603-45200	27.99
		15113	499466377438		ADULT AUDIO VISUAL MATERIAL	080-603-45200	13.79
		15113	938349777686		ADULT AUDIO VISUAL MATERIAL	080-603-45200	127.72
		15113	434947869365		ADULT AUDIO VISUAL MATERIAL	080-603-45200	32.49
		15113	457574948963		ADULT AUDIO VISUAL MATERIAL	080-603-45200	13.99
		15113	634989363463		ADULT AUDIO VISUAL MATERIAL	080-603-45200	59.94
		15113	437787969587		ADULT AUDIO VISUAL MATERIAL	080-603-45200	24.99
		15113	879374588433		ADULT AUDIO VISUAL MATERIAL	080-603-45200	22.99
		15113	886775336998		ADULT AUDIO VISUAL MATERIAL	080-603-45200	52.47

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF

User: EBAILEY

CHECK DATE FROM 02/16/2022 - 03/16/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		15113	545736696585		ADULT AUDIO VISUAL MATERIAL	080-603-45200	10.19
		15113	659557649357		ADULT AUDIO VISUAL MATERIAL	080-603-45200	17.96
		15113	666473383553		ADULT AUDIO VISUAL MATERIAL	080-603-45200	90.88
		15113	464696735945		ADULT AUDIO VISUAL MATERIAL	080-603-45200	19.99
		15113	678899757347		ADULT AUDIO VISUAL MATERIAL	080-603-45200	48.94
		15113	449435846344		ADULT AUDIO VISUAL MATERIAL	080-603-45200	(0.03)
		15113	649445757494		ADULT AUDIO VISUAL MATERIAL	080-603-45200	(2.00)
		15113	467888887846		PICTURE BOOKS, READERS	080-603-45410	117.64
		15113	957638784638		PICTURE BOOKS, READERS	080-603-45410	19.95
		15113	769587884543		JUVENILE FICTION	080-603-45420	9.99
		15113	449995564644		JUVENILE FICTION	080-603-45420	217.63
		15113	458558738876		JUVENILE FICTION	080-603-45420	11.99
		15113	575745485948		JUVENILE FICTION	080-603-45420	17.99
		15113	836474458754		JUVENILE AUDIO-VISUAL	080-603-45430	15.99
		15113	475958978675		VIDEO GAMES	080-603-45510	59.99
		15113	933684967545		TRENDING TITLES	080-603-45520	17.49
		15113	666535874644		TRENDING TITLES	080-603-45520	18.48
		15113	436344556633		TRENDING TITLES	080-603-45520	12.71
							2,225.37

03/09/2022 LIBCK 15114 VOID ** VOIDED ** ** VOIDED **
 Void Reason: Created From Check Run Process

03/09/2022	LIBCK	15115	2036494035	BAKER & TAYLOR ENTERTAINTECHNICAL SERVICES SUPPLIES	080-603-43668	0.69
		15115	2036515099	TECHNICAL SERVICES SUPPLIES	080-603-43668	1.25
		15115	2036493805	TECHNICAL SERVICES SUPPLIES	080-603-43668	1.94
		15115	2036512759	TECHNICAL SERVICES SUPPLIES	080-603-43668	6.08
		15115	2036502341	TECHNICAL SERVICES SUPPLIES	080-603-43668	0.69
		15115	2036512760	TECHNICAL SERVICES SUPPLIES	080-603-43668	20.05
		15115	2036522332	TECHNICAL SERVICES SUPPLIES	080-603-43668	2.76
		15115	2036529097	TECHNICAL SERVICES SUPPLIES	080-603-43668	17.29
		15115	2036524405	TECHNICAL SERVICES SUPPLIES	080-603-43668	5.39
		15115	2036527824	TECHNICAL SERVICES SUPPLIES	080-603-43668	7.46
		15115	2036538969	TECHNICAL SERVICES SUPPLIES	080-603-43668	1.25
		15115	2036543473	TECHNICAL SERVICES SUPPLIES	080-603-43668	6.77
		15115	2036555805	TECHNICAL SERVICES SUPPLIES	080-603-43668	0.69
		15115	2036562581	TECHNICAL SERVICES SUPPLIES	080-603-43668	7.33
		15115	2036557071	TECHNICAL SERVICES SUPPLIES	080-603-43668	7.89
		15115	2036552294	TECHNICAL SERVICES SUPPLIES	080-603-43668	22.25
		15115	2036546088	TECHNICAL SERVICES SUPPLIES	080-603-43668	0.69
		15115	2036510876	PER CAPITAL GRANT EXPENDITURE	080-603-44810	14.19

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CHECK DATE FROM 02/16/2022 - 03/16/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
		15115	2036494035		ADULT NON-FICTION BOOKS	080-603-45000	24.98
		15115	2036493805		ADULT NON-FICTION BOOKS	080-603-45000	30.64
		15115	2036524405		ADULT NON-FICTION BOOKS	080-603-45000	211.54
		15115	2036527824		ADULT NON-FICTION BOOKS	080-603-45000	173.45
		15115	2036543473		ADULT NON-FICTION BOOKS	080-603-45000	213.29
		15115	2036557071		ADULT NON-FICTION BOOKS	080-603-45000	130.63
		15115	2036512760		ADULT FICTION BOOKS	080-603-45100	359.57
		15115	2036529097		ADULT FICTION BOOKS	080-603-45100	313.59
		15115	2036552294		ADULT FICTION BOOKS	080-603-45100	447.96
		15115	2036515099		ADULT LARGE PRINT MATERIAL	080-603-45110	17.35
		15115	2036538969		ADULT LARGE PRINT MATERIAL	080-603-45110	17.35
		15115	2036512759		JUVENILE NON-FICTION	080-603-45400	163.63
		15115	2036562581		JUVENILE NON-FICTION	080-603-45400	163.29
		15115	2036502341		PICTURE BOOKS, READERS	080-603-45410	10.21
		15115	2036522332		PICTURE BOOKS, READERS	080-603-45410	47.54
		15115	2036555805		PICTURE BOOKS, READERS	080-603-45410	13.56
		15115	2036546088		JUVENILE FICTION	080-603-45420	10.21
							2,473.45
03/09/2022	LIBCK	15116	COM031222	COMCAST	UTILITIES	080-603-43230	159.85
03/09/2022	LIBCK	15117	30049		CRYSTAL MAINTENANCE SERVBUILDG MAINT/CLEANING SERVICE	080-603-41000	645.00
03/09/2022	LIBCK	15118	22SL02		EARLY CHILDHOOD RESSOURCJUVENILE AUDIO-VISUAL	080-603-45430	14.95
03/09/2022	LIBCK	15119	ERI022422	ERIC BAILEY	MAINTENANCE-GROUNDS/SALT	080-603-41050	29.98
		15119	ERI022422		MAINT SUPPL-BUILDING/BOOKCART	080-603-43660	61.72
		15119	ERI022422		MAINTENANCE SUPPLIES-BUILDING	080-603-43660	62.50
							154.20
03/09/2022	LIBCK	15120	KAT022822	FIRST BANKCARD	DUES	080-603-42440	114.00
03/09/2022	LIBCK	15121	JIL022822	FIRST BANKCARD	PROFESSIONAL DEVELOPMENT/CHAM	080-603-42400	50.00
		15121	JIL022822		OFFICE SUPPLIES/NEW MASK SIGN	080-603-43550	34.85
		15121	JIL022822		OUTREACH SUPPL/READ BETWEEN F	080-603-43730	34.85
							119.70
03/09/2022	LIBCK	15122	ELI022822	FIRST BANKCARD	JUVENILE PROGRAM SUPPL/CREDIT	080-603-43720	(77.92)
		15122	ELI022822		JUVENILE PROGRAM SUPPLIES	080-603-43720	5.98
		15122	ELI022822		JUVENILE PROGRAM SUPPL/FABRIC	080-603-43720	51.10
		15122	ELI022822		TEEN PROGRAM SUPP/CRAFT	080-603-43740	29.65
		15122	ELI022822		JUVENILE AUDIO-VISUAL	080-603-45430	83.75

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CHECK DATE FROM 02/16/2022 - 03/16/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							92.56
03/09/2022	LIBCK	15123	MCO022822	FIRST BANKCARD	POSTAGE/PASSPORTS	080-603-43300	444.70
		15123	MCO022822		PRINTING/E-NEWSLETTER	080-603-43410	29.99
		15123	MCO022822		OUTREACH SUPPLIES/GO WIFI	080-603-43730	3.00
							477.69
03/09/2022	LIBCK	15124	ERI022822	FIRST BANKCARD	MAINTENANCE-BUILDING/METRO ST	080-603-41000	98.00
		15124	ERI022822		MAINTENANCE-BUILDING/BATTERIE	080-603-41000	27.87
		15124	ERI022822		POSTAGE/PASSPORTS	080-603-43300	143.50
		15124	ERI022822		HOSPITALITY/BLUFFINGTON'S GIF	080-603-43700	300.00
		15124	ERI022822		PATRON/STAFF SOFTWARE/ADOBE A	080-603-45600	15.93
		15124	ERI022822		MISCELLANEOUS EXPENSES/PAYPAI	080-603-46100	25.20
							610.50
03/09/2022	LIBCK	15125	554765235	GRANITE TELECOMMUNICATIO	UTILITIES	080-603-43230	366.87
03/09/2022	LIBCK	15126	287892	KANOPY LLC	ADULT REFERENCE/E-REFER	080-603-45220	90.00
03/09/2022	LIBCK	15127	LBPARK030222	LAKE BLUFF PARK DISTRICT	OUTREACH SUPPLIES	080-603-43730	435.00
03/09/2022	LIBCK	15128	HAM022822	MARK HAMILTON	JUVENILE PROGRAM SUPPLIES	080-603-43720	150.00
03/09/2022	LIBCK	15129	501696090	MIDWEST TAPE	ADULT AUDIO VISUAL MATERIAL	080-603-45200	119.97
		15129	501723737		ADULT AUDIO VISUAL MATERIAL	080-603-45200	114.97
		15129	0501760987		ADULT AUDIO VISUAL MATERIAL	080-603-45200	69.98
		15129	501757831		ADULT REFERENCE/E-REFER	080-603-45220	349.18
							654.10
03/09/2022	LIBCK	15130	NEW022322	NEWS-SUN	PERIODICALS	080-603-45500	77.90
03/09/2022	LIBCK	15131	01018CO22079008	OVERDRIVE , INC	PER CAPITAL GRANT EXPENDITURE	080-603-44810	1,253.38
		15131	01018CO22048340		E-BOOKS	080-603-45460	234.46
		15131	01018CO22062169		E-BOOKS	080-603-45460	267.83
		15131	01018CP22069609		E-BOOKS	080-603-45460	633.81
		15131	01018CO22074360		E-BOOKS	080-603-45460	229.47
							2,618.95
03/09/2022	LIBCK	15132	486129	POSTNET IL106	JUVENILE PROGRAM SUPPLIES	080-603-43720	90.96
03/09/2022	LIBCK	15133	9034	RAILS	ADULT PROGRAM SUPPLIES	080-603-43710	200.00
03/09/2022	LIBCK	15134	ROB022822	ROBOTHINK, LLC	JUVENILE PROGRAM SUPPLIES	080-603-43720	175.00

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF

User: EBAILEY

CHECK DATE FROM 02/16/2022 - 03/16/2022

DB: Lake Bluff

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/09/2022	LIBCK	15135	3502008272	STAPLES	OFFICE SUPPLIES	080-603-43550	83.98
03/09/2022	LIBCK	15136	319686	TECH SYSTEMS, INC	MAINTENANCE-BUILDING	080-603-41000	264.00
03/09/2022	LIBCK	15137	145247997	ULINE	JUVENILE PROGRAM SUPPLIES	080-603-43720	210.50
03/09/2022	LIBCK	15138	VIL013122	VILLAGE OF LAKE BLUFF	MED INSUR FOR JANUARY 2022	080-100-11580	8,913.48
		15138	VIL013122		VISION INSUR FOR JANUARY 2022	080-100-11580	42.96
		15138	VIL013122		DENTAL INSUR FOR JANUARY 2022	080-100-11580	500.00
		15138	VIL013122		LIFE INSUR FOR JANUARY 2022	080-100-11580	44.82
		15138	VIL013122		COVID-19 HOME TESTS	080-100-11580	427.79
		15138	VIL013122		IMRF EE CONTRIB FOR JANUARY 2022	080-100-11580	1,540.81
		15138	VIL013122		IMRF ER CONTRIB FOR JANUARY 2022	080-100-11580	2,396.83
		15138	VIL013122		VISION INSUR FROM PPO FOR JAN 2022	080-100-11580	52.93
		15138	VIL013122		FLU SHOTS 2021	080-100-11580	360.00
		15138	VIL031822		UTILITIES	080-603-43230	101.23
		15138	VIL013122		OFFICE SUPPLIES/MASKS	080-603-43550	501.10
							14,881.95
03/09/2022	LIBCK	15139	18703	VOGUE PRINTERS	PRINTING/E-NEWSLETTER	080-603-43410	2,140.00
TOTAL - ALL FUNDS					TOTAL OF 27 CHECKS (1 voided)		29,526.48

--- GL TOTALS ---

080-100-11580	DUE FROM THE VILLAGE	14,279.62
080-603-41000	MAINTENANCE-BUILDING	1,064.82
080-603-41050	MAINTENANCE-GROUNDS	29.98
080-603-42400	PROFESSIONAL DEVELOPMENT	50.00
080-603-42440	DUES	114.00
080-603-43230	UTILITIES	627.95
080-603-43300	POSTAGE	588.20
080-603-43410	PRINTING/E-NEWSLETTER	2,169.99
080-603-43550	OFFICE SUPPLIES	647.64
080-603-43660	MAINTENANCE SUPPLIES-BUILDING	124.22
080-603-43668	TECHNICAL SERVICES SUPPLIES	164.17
080-603-43700	HOSPITALITY PROGRAM SUPPLIES	300.00
080-603-43710	ADULT PROGRAM SUPPLIES	319.04
080-603-43720	JUVENILE PROGRAM SUPPLIES	645.65
080-603-43730	OUTREACH SUPPLIES	472.85
080-603-43740	TEEN PROGRAM SUPPLIES	128.77
080-603-44810	PER CAPITAL GRANT EXPENDITURES	1,471.45
080-603-45000	ADULT NON-FICTION BOOKS	805.10
080-603-45100	ADULT FICTION BOOKS	1,218.04
080-603-45110	ADULT LARGE PRINT MATERIAL	34.70
080-603-45200	ADULT AUDIO VISUAL MATERIAL	1,319.52

CHECK DISBURSEMENT REPORT FOR VILLAGE OF LAKE BLUFF

CHECK DATE FROM 02/16/2022 - 03/16/2022

Banks: LIBCK, LIBEP

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
080-603-45220				ADULT REFERENCE/E-REFER			439.18
080-603-45400				JUVENILE NON-FICTION			326.92
080-603-45410				PICTURE BOOKS, READERS			208.90
080-603-45420				JUVENILE FICTION			267.81
080-603-45430				JUVENILE AUDIO-VISUAL			114.69
080-603-45460				E-BOOKS			1,365.57
080-603-45500				PERIODICALS			77.90
080-603-45510				VIDEO GAMES			59.99
080-603-45520				TRENDING TITLES			48.68
080-603-45600				PATRON & STAFF SOFTWARE			15.93
080-603-46100				MISCELLANEOUS EXPENSES			25.20
				TOTAL			29,526.48

Library Director Review Process

- Early February - HR Committee Input -- using previous year Review.
- February Board Meeting – sharing HR Committee Input.
- End of February – Board members input received.
- March – preliminary draft created.
- Late March – draft shared with HR Committee.
- End of March – revisions and final draft.
- Early April – Review shared with Director (Board President & Committee Chair).
- April Board Meeting – Director’s goals shared with the Board.

March 2022 Director's Report

Programming

- Adult
 - A total of 22 individuals attended our mug decorating drop-in craft.
 - A total of 34 adult take-home craft kits were also collected during February.
 - Our March 8th Sustainable Fashion program with Amanda McCarty had 53 registrants.
- Juvenile
 - A total of 188 Grab and Go crafts for kids were taken home in February.
 - We had a total of 71 participants for our winter youth reading club.
 - Head of Youth Services Eliza Jarvi reports that our Stuffed Animal Sleepover program was a success! Children dropped off their stuffed animals on Friday and picked them up on Saturday. Throughout the evening, the stuffies explored the library, watched a movie, ate dinner and popcorn, did crafts, had a storytime, brushed their teeth and got tucked in. We got a lot of very cute pictures, which were posted on our social media accounts, and saw great engagement. They got sent home with some goodie bags for the kids.
 - Phyllis Fox Reading Contest began on March 1.
 - Our first Mystery Reader Storytime on March 5th was a big success!
 - Our March 5th Chess Club meeting with Mark Hamilton had 10 registrants.

Changing COVID-19 Mitigation Rules

With the State of Illinois and the Centers for Disease Control both changing their guidance on masking and mitigation, the Library has shifted to follow suit effective February 28. Masks are now recommended but not required for both staff and patrons. Procedures for handling positive and possible cases of COVID-19 on staff have also been updated. We continue to be committed to following CDC guidance. With the omicron wave winding down, we have also returned to in-person and hybrid programming. This shift does likely mean that the declaration of emergency that allows remote meetings will be allowed to expire at the start of April.

New Grad Student

I am excited to report that staff member Anna Fifhouse was accepted into the University of Illinois LEEP program. Anna is already a fantastic member of the staff, and we're excited that she's pursuing a Masters Degree in Library Science.

'Just Came Back' Display

Head of Circulation and Reference Katie Horner and staff member Anna Fifhouse organized a new display collection. The collection, called 'Just Came Back', features materials that were just returned to the Library. It has been positively received.

Elawa Farms Seed Swap

On March 5, we held a seed swap program in partnership with Elawa Farms. Outreach Coordinator Jillian Chapman organized things for the Library's part, which included a kids microgreens planting activity. Jillian reports there were 79 people in attendance.

Seed Library

Our seed library opened for the season March 1, and Jillian reports that 139 seed packets have already been taken! We've also had 7 requests placed through the website. The fast start is courtesy of our donors, Davey Tree Experts, and the work of Jillian to get everything spruced up and ready.

Summer StoryWalk

The book for our Summer StoryWalk, in partnership with District 65 schools, is *Up in the Garden and Down in the Dirt* by Kate Messner. The author has agreed to provide us with a 15 minute prerecorded video for the event free of charge.

Block Party – August 13, 2022

The Lake Bluff Library Foundation will be hosting a block part on August 13, 2022. This will be a fundraising event, please plan to attend if you are able!

Read Between the Ravines

Our 4th annual Read Between the Ravines: Two Communities One Book program is under way. It is a partnership between Lake Forest Library and Lake Bluff Library, with events held at both places. This year's book is *Unraveled* by Maxine Bedat. The main event will be an interview with the author at Gorton Community Center at 7pm on April 4th. If you are available, please register to attend!

1,000 Books Before Kindergarten

Head of Youth Services Eliza Jarvi reports that our 1,000 Books Before Kindergarten program is inching closer to being able to start. Jillian designed a beautiful map for the program, which was custom printed onto fabric. Eliza then stretched and mounted the map onto a 3'x5' corkboard. This will be the visual centerpiece for the program. There's still some prize planning and Beanstack finalization to do, but hopefully this will be live in the month of March, 2022.

Puzzle Collection

Per Head of Youth Services Eliza Jarvi we previously had our collection of puzzles out for kids to play with in the library, but like all other toys, they went away with the pandemic. We have cataloged about 12 preschool wooden puzzles to circulate, adding another manipulative to our circulating collections. Thanks to our Cataloger Lara Leaf for getting the new collection up and running.

Return of Book Bundles

During the most recent COVID-19 wave, we introduced DIY story time bundles. They were well received but not much used. With the Omicron wave fading book bundles are returning. A preselected collection of titles on a particular theme, book bundles have proven popular in pre-COVID times and require less staff work.

Facility Repairs

Facility work performed this month included:

- Replacing the water damaged ceiling tiles in the director's office and in youth services.
- Replacing the rusted out wheels on two of the Library's book carts.

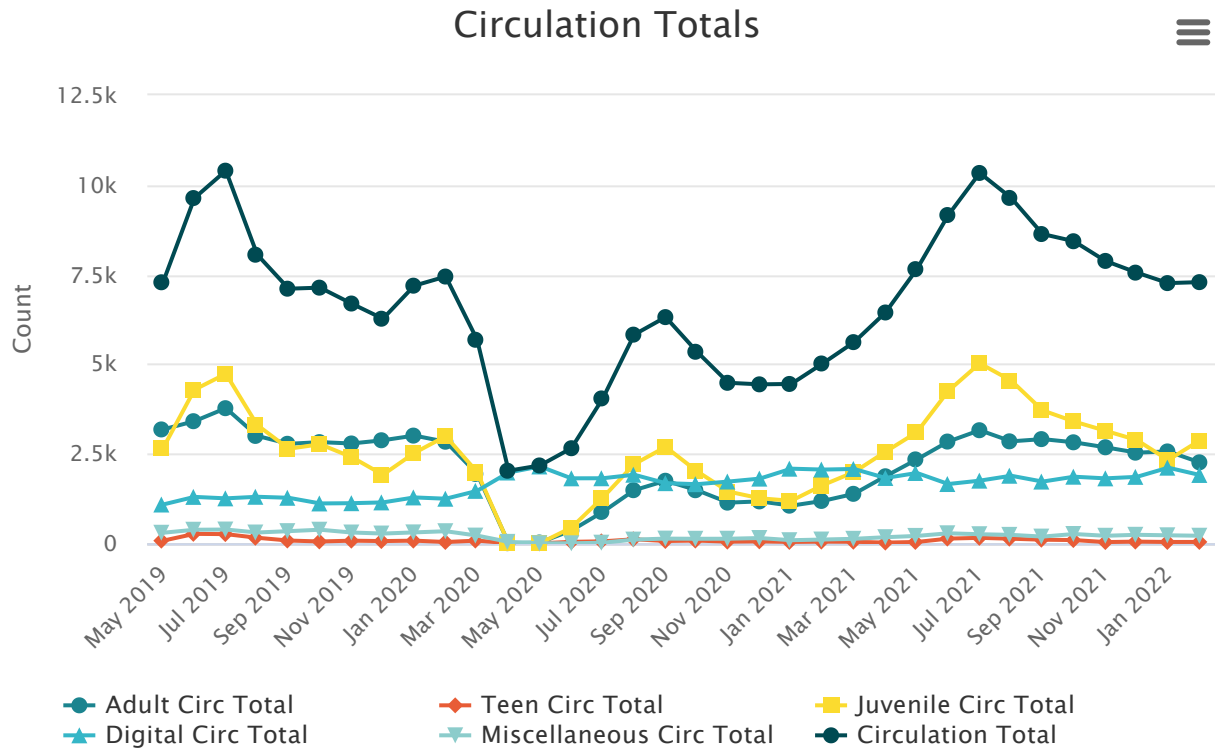
- Replacing the broken auto-opener for the Library's front doors.
- The aging flag from the front of the building was retired and replaced.
- A non-functional emergency light on the second floor foyer was replaced.
- The drapes in the staff room, which are cumbersome and breaking, are next up for replacement.

Respectfully submitted,

Eric Scott Bailey

3 Year Comparison Graphs

3 Year Circulation Totals

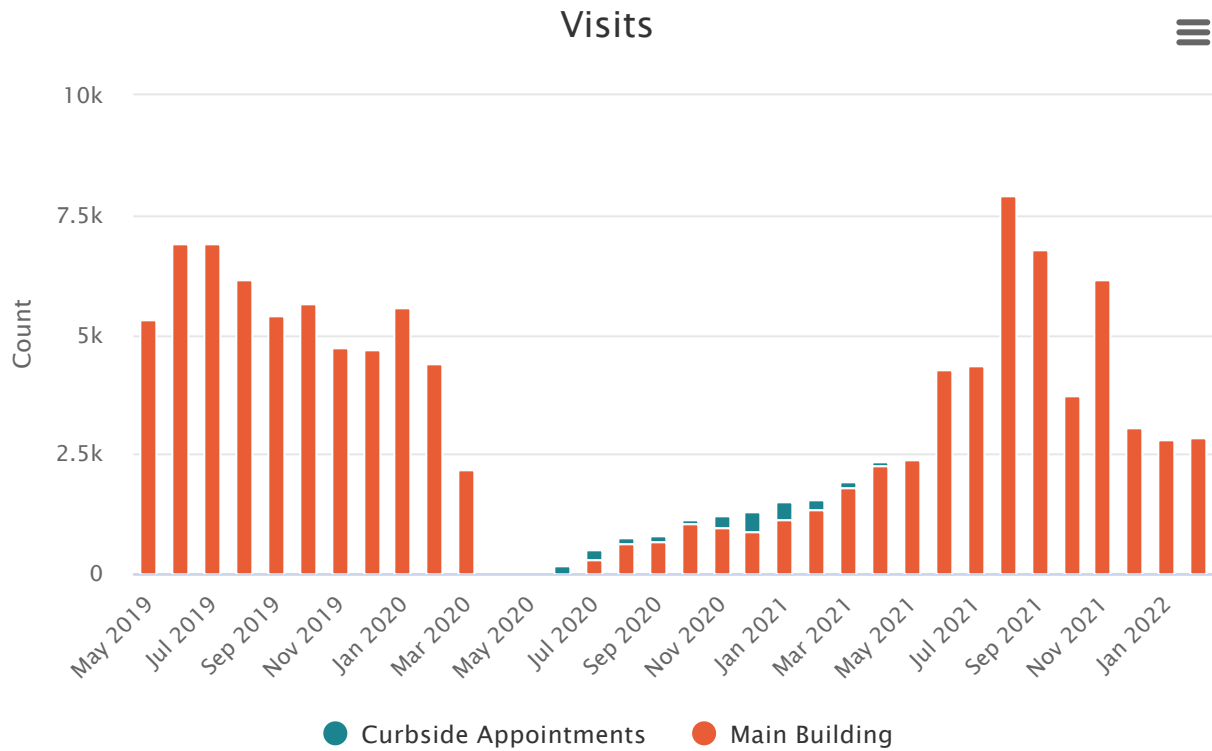


Circulation Totals

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

Category	Adult Circ Total	Teen Circ Total	Juvenile Circ Total	Digital Circ Total	Miscellaneous Circ Total	Circulation Total
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

3 Year Visits



Visits

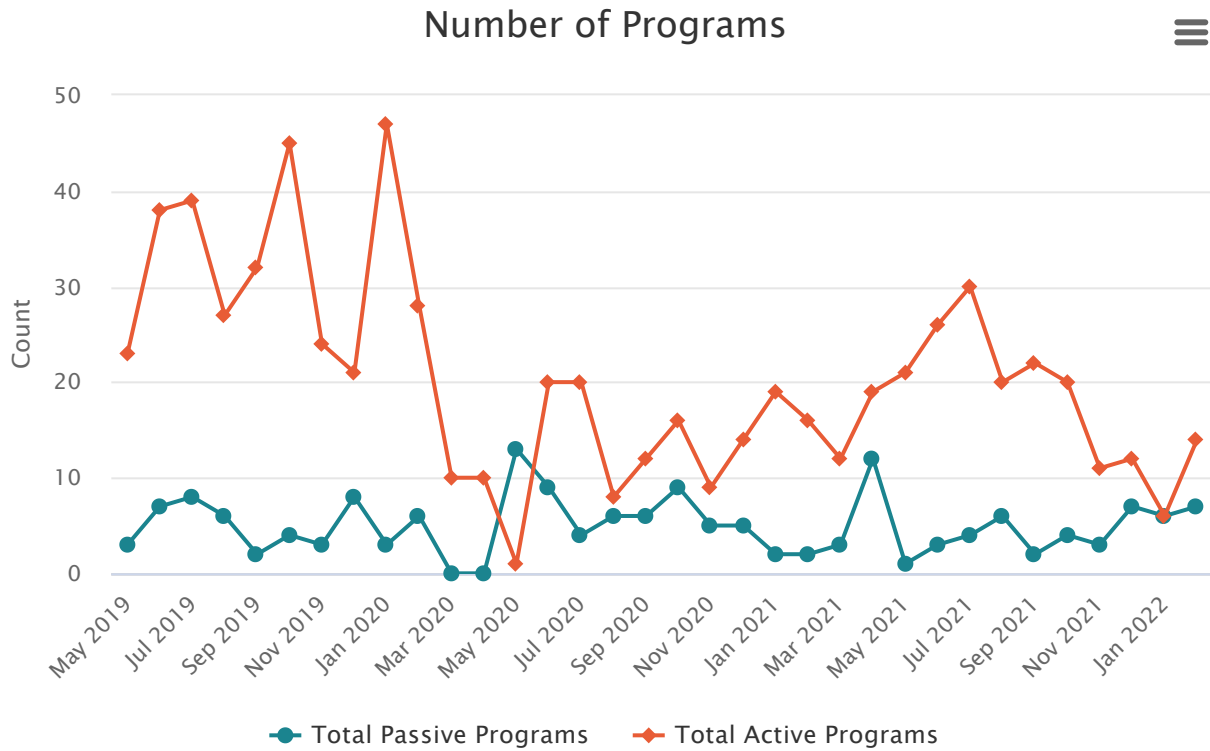
Category Curbside Appointments Main Building

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

Category Curbside Appointments Main Building

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	5	7909
Sep 2021	0	6792
Oct 2021	2	3726
Nov 2021	0	6141
Dec 2021	2	3052
Jan 2022	0	2810
Feb 2022	6	2828

3 Year Programming



Number of Programs

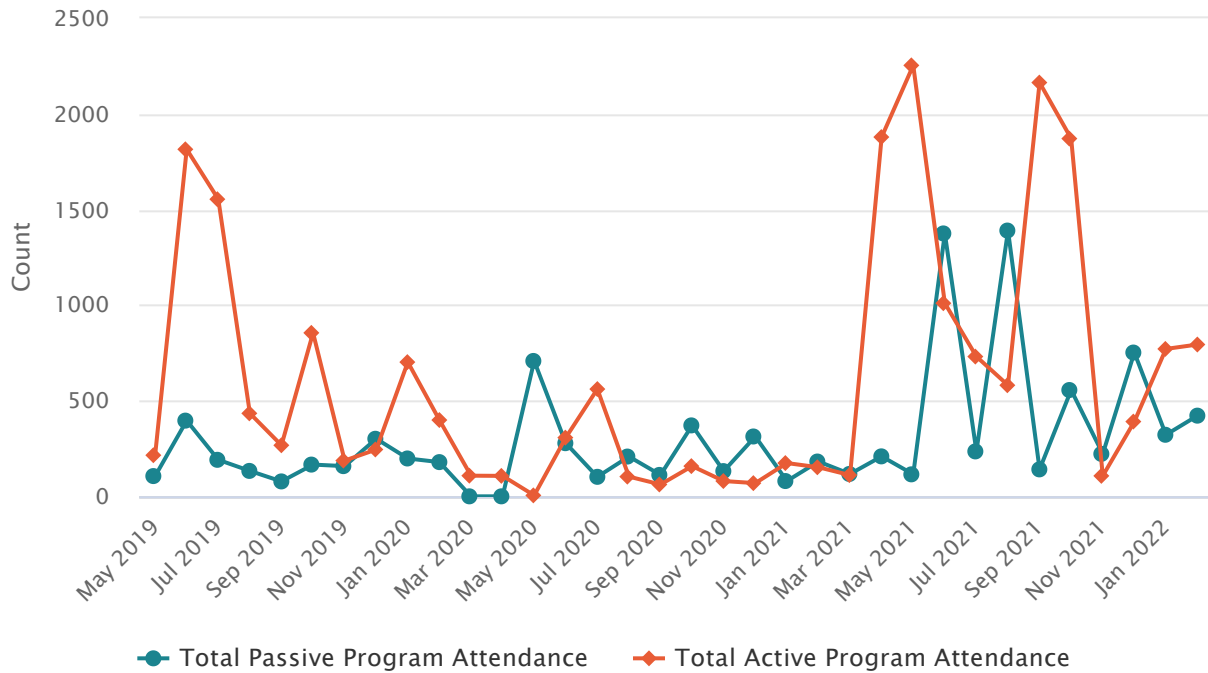
Category Total Passive Programs Total Active Programs

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	13	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

Category Total Passive Programs Total Active Programs

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	4	20
Nov 2021	3	11
Dec 2021	7	12
Jan 2022	6	6
Feb 2022	7	14

Program Attendance

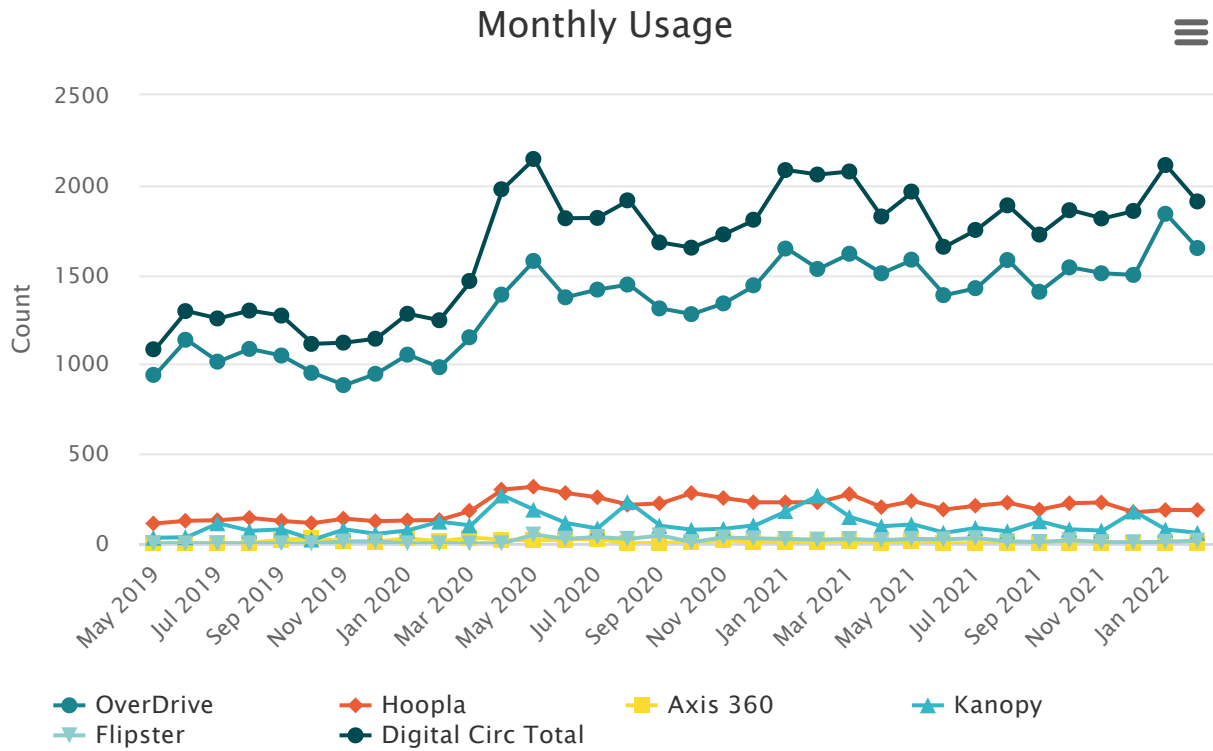


Program Attendance

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

Category	Total Passive Program Attendance	Total Active Program Attendance
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

3 Year Digital Collections



Monthly Usage

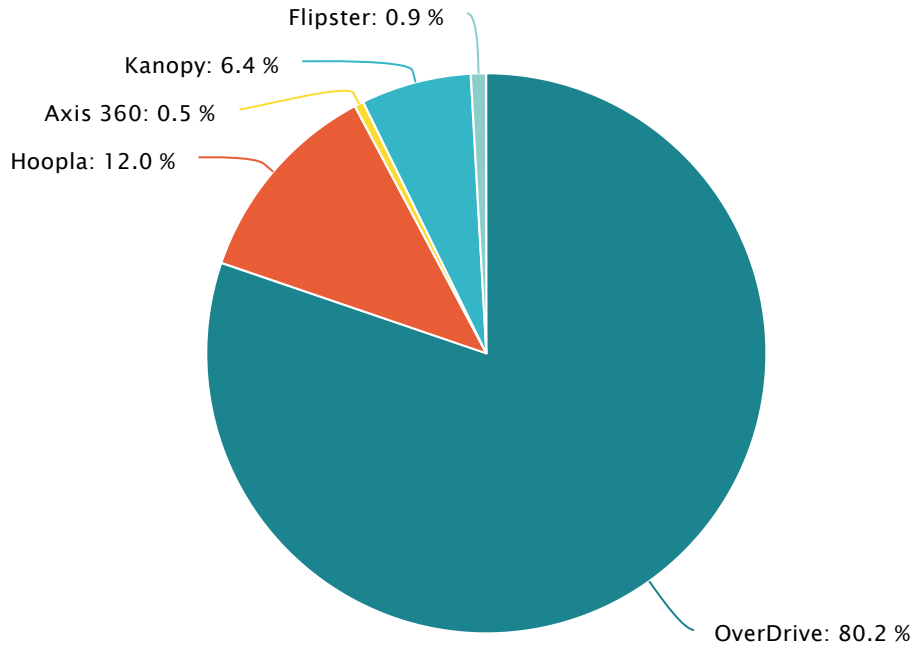
Category OverDriveHooplaAxis 360KanopyFlipsterDigital Circ Total

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

Category OverDriveHooplaAxis 360KanopyFlipsterDigital Circ Total

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

Distribution by Platform



Distribution by Platform

Category Series 1

OverDrive 45463

Hoopla 6784

Axis 360 305

Kanopy 3601

Flipster 502

3 Year New Website Usage



Visitors

Category # of Visitors

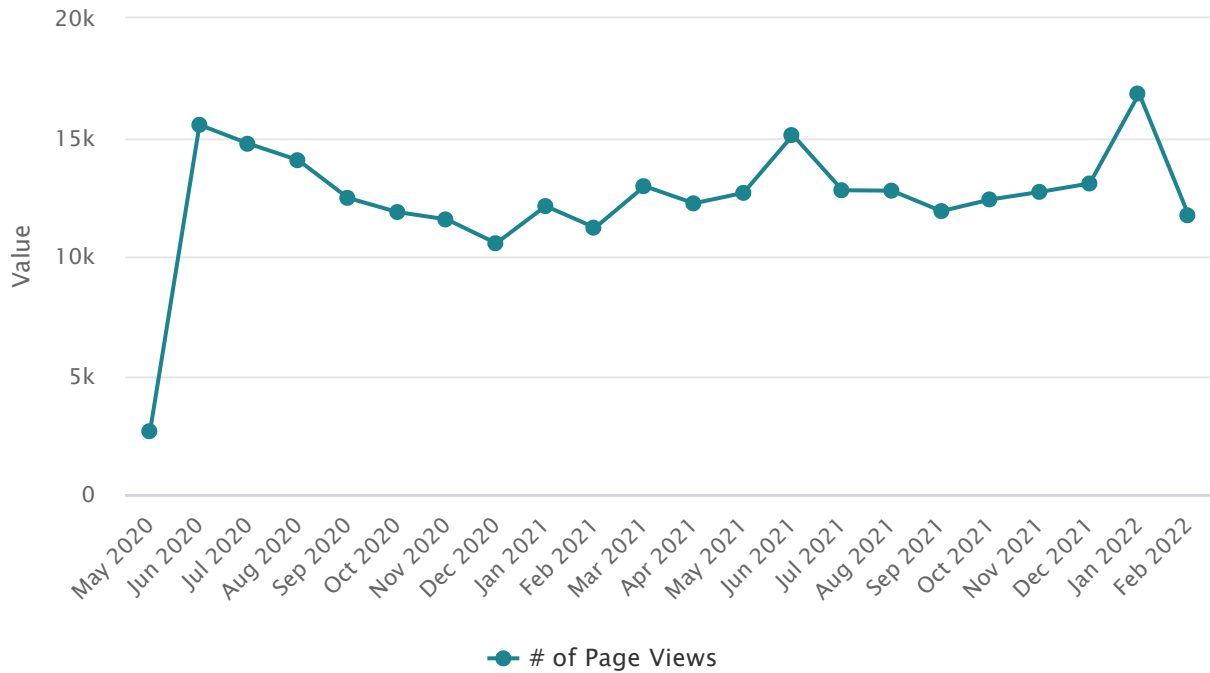
- May 2020** 540
- Jun 2020** 2732
- Jul 2020** 2935
- Aug 2020** 3162
- Sep 2020** 2721
- Oct 2020** 2509
- Nov 2020** 2314
- Dec 2020** 2180
- Jan 2021** 2365
- Feb 2021** 2412
- Mar 2021** 2619
- Apr 2021** 2716
- May 2021** 2551
- Jun 2021** 3346
- Jul 2021** 3086
- Aug 2021** 2908
- Sep 2021** 2767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

Category # of Visitors

Jan 2022 3244

Feb 2022 2607

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

3 Year Previous Website Usage

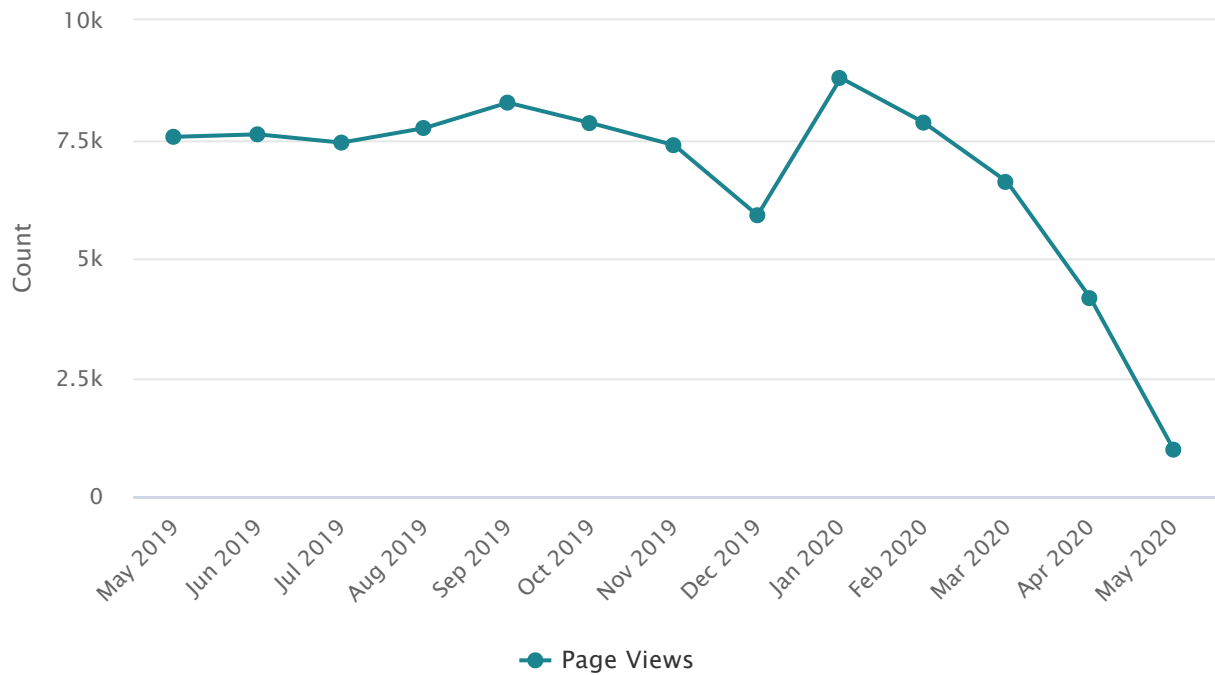


Visitors

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

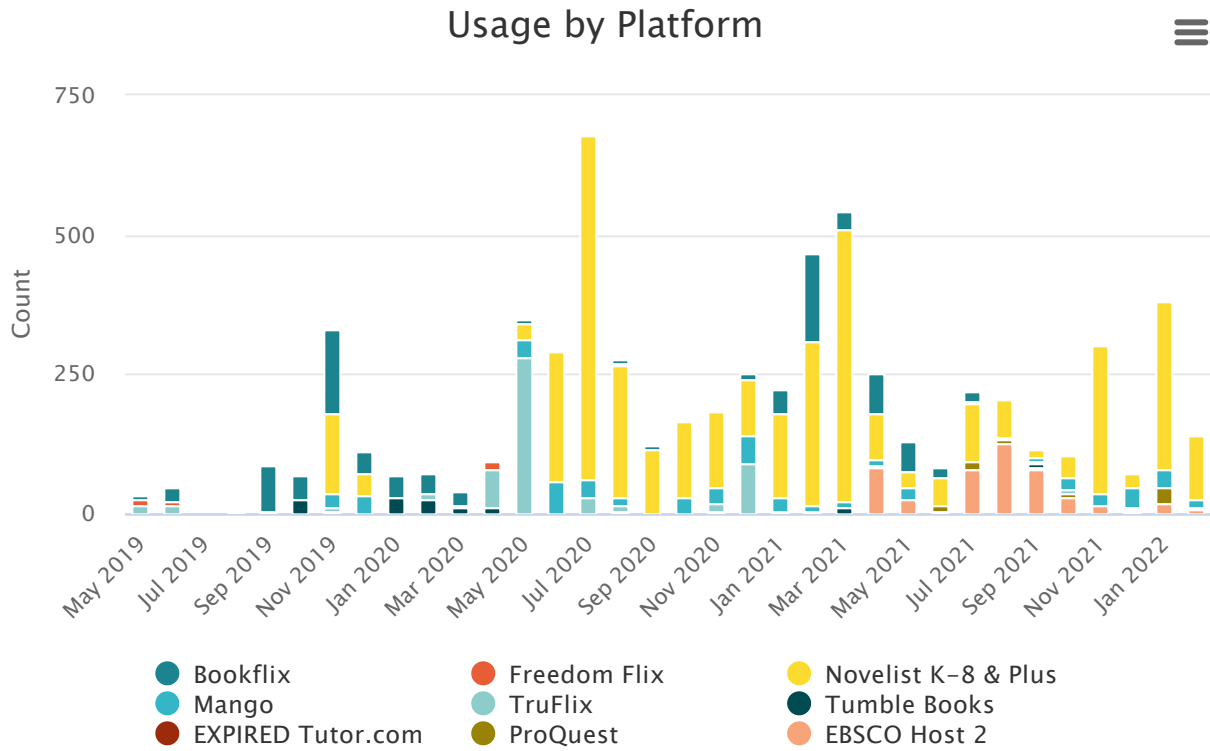
Feb 2020 7851

Mar 2020 6605

Apr 2020 4164

May 2020 981

3 Year Database Usage



Usage by Platform

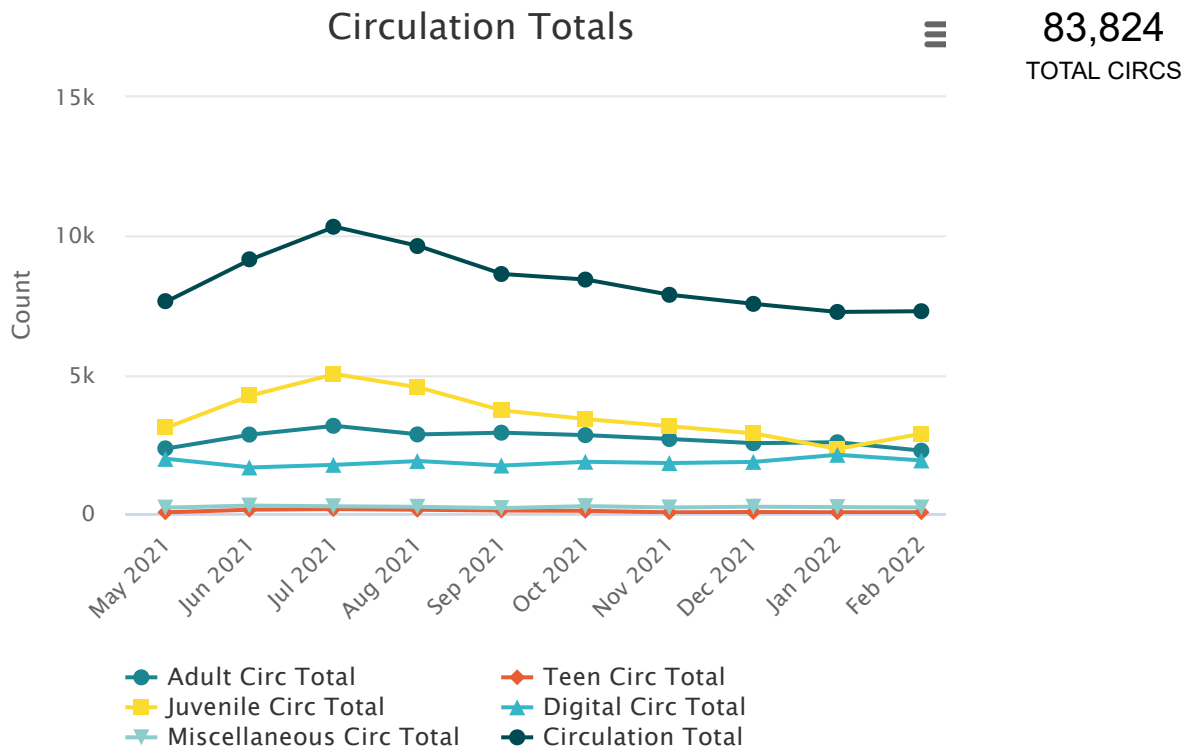
Category	Bookflix	Freedom Flix	Novelist K-8 & Plus	Mango	TruFlix	Tumble Books	EXPIRED Tutor.com	ProQuest	EBSCO Host 2
May 2019	10	8	0	0	15	1	0	0	0
Jun 2019	22	10	0	0	13	0	0	0	0
Jul 2019	0	0	0	0	0	0	0	0	0
Aug 2019	0	0	0	0	3	0	0	0	0
Sep 2019	84	0	0	0	0	3	0	0	0
Oct 2019	43	0	0	0	0	24	0	0	0
Nov 2019	152	1	142	25	8	3	0	0	0
Dec 2019	40	0	39	34	0	0	0	0	0
Jan 2020	37	0	0	0	0	30	0	0	0
Feb 2020	36	2	0	0	11	24	0	0	0
Mar 2020	25	5	0	0	1	10	0	0	0
Apr 2020	4	13	0	0	70	10	0	0	0
May 2020	6	1	29	31	281	0	0	0	0
Jun 2020	0	0	236	55	0	1	0	0	0
Jul 2020	0	3	615	32	30	0	0	0	0

Category	Bookflix	Freedom Flix	Novelist K-8 & Plus	Mango	TruFlix	Tumble Books	EXPIRED Tutor.com	ProQuest	EBSCO Host 2
Aug 2020	9	3	238	12	13	2	0	0	0
Sep 2020	7	0	115	0	0	0	0	0	0
Oct 2020	0	0	139	27	0	0	0	0	0
Nov 2020	4	1	138	28	13	0	5	0	0
Dec 2020	10	0	100	51	88	0	1	0	0
Jan 2021	45	0	152	24	0	1	2	0	0
Feb 2021	156	0	296	10	0	0	3	0	0
Mar 2021	33	0	486	11	0	11	0	0	0
Apr 2021	74	0	80	12	0	0	3	0	83
May 2021	52	0	31	22	0	0	0	0	24
Jun 2021	16	0	49	0	0	3	0	10	3
Jul 2021	17	3	104	0	3	0	0	14	78
Aug 2021	0	0	68	5	0	0	0	6	127
Sep 2021	10	3	17	6	4	5	0	4	80
Oct 2021	0	3	38	23	8	0	0	6	29
Nov 2021	0	0	265	20	0	0	0	0	16
Dec 2021	10	0	25	36	0	3	0	3	3
Jan 2022	5	0	299	33	0	0	0	29	18
Feb 2022	0	0	116	14	3	0	0	0	8

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FY 21-22 Graphs

FY 21-22 Circulation Totals



Circulation Totals

Category	Adult Circ Total	Teen Circ Total	Juvenile Circ Total	Digital Circ Total	Miscellaneous Circ Total	Circulation Total
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

FY 21-22 Visits

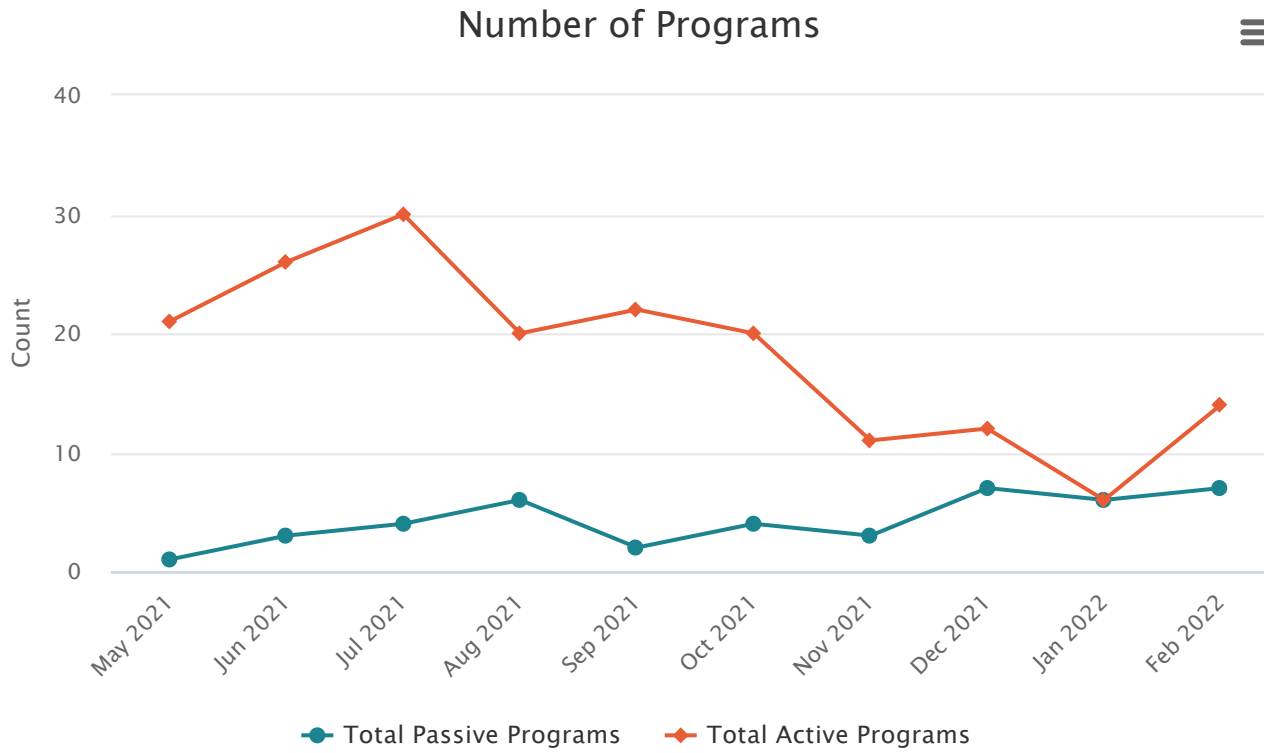


Visits

Category Curbside Appointments Main Building

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	6141
Dec 2021	2	3052
Jan 2022	0	2810
Feb 2022	6	2828

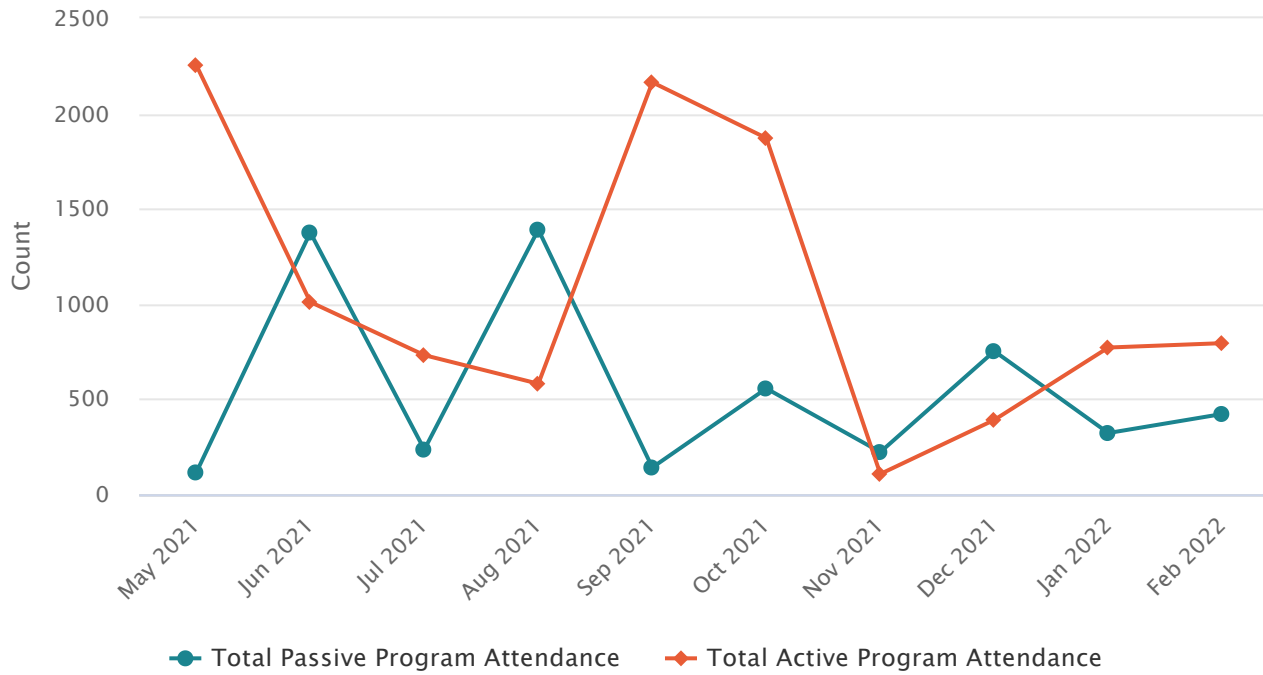
FY 21-22 Programming



Number of Programs

Category	Total Passive Programs	Total Active Programs
May 2021	1	21
Jun 2021	3	26
Jul 2021	4	30
Aug 2021	6	20
Sep 2021	2	22
Oct 2021	4	20
Nov 2021	3	11
Dec 2021	7	12
Jan 2022	6	6
Feb 2022	7	14

Program Attendance

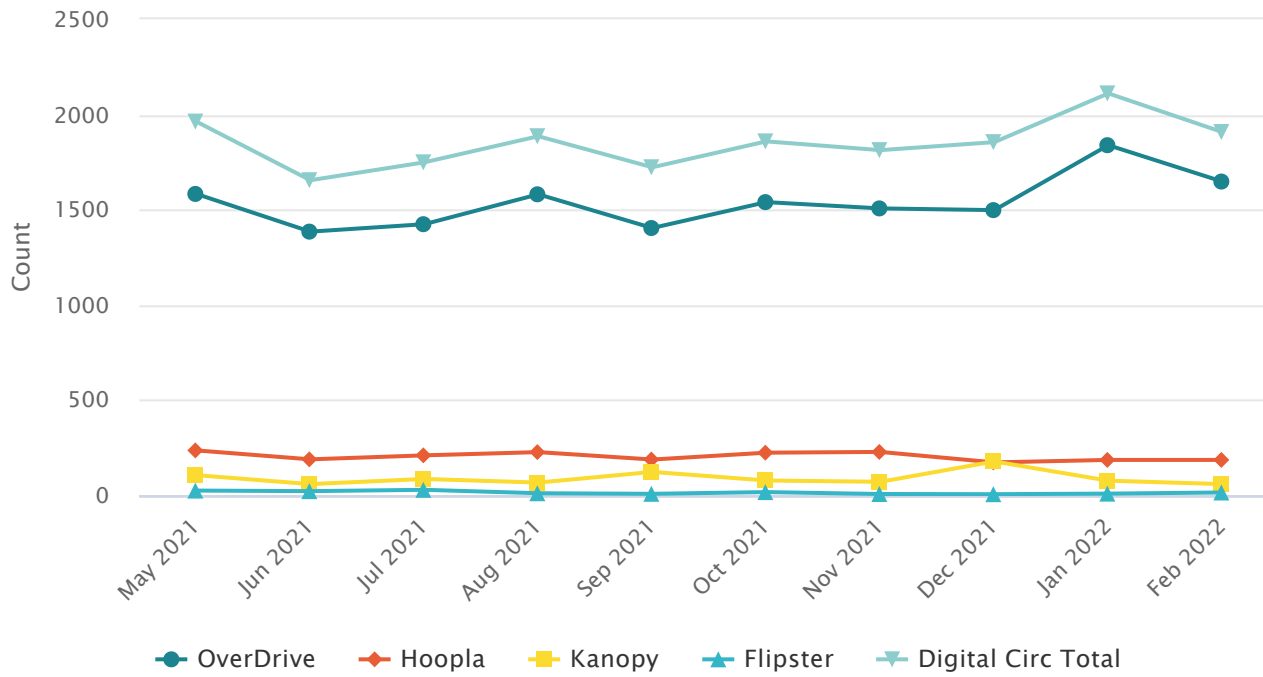


Program Attendance

Category	Total Passive Program Attendance	Total Active Program Attendance
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

FY 21-22 Digital Collections

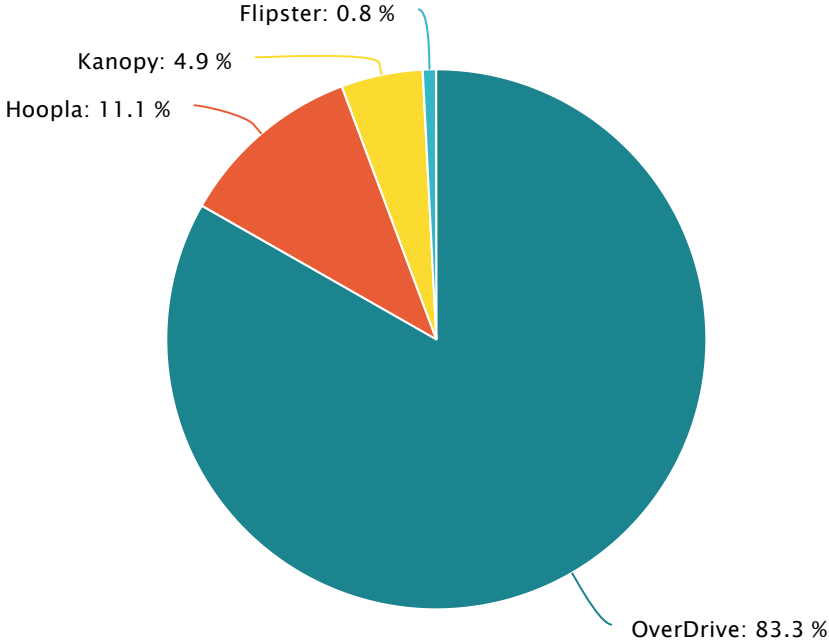
Monthly Usage



Monthly Usage

Category	OverDrive	Hoopla	Kanopy	Flipster	Digital Circ Total
May 2021	1583	236	106	25	1963
Jun 2021	1385	189	59	22	1655
Jul 2021	1424	210	86	29	1749
Aug 2021	1581	227	67	11	1886
Sep 2021	1404	188	123	8	1723
Oct 2021	1540	224	78	17	1859
Nov 2021	1507	228	71	7	1813
Dec 2021	1498	173	178	6	1855
Jan 2022	1839	186	77	9	2111
Feb 2022	1648	186	59	15	1908

Distribution by Platform



Distribution by Platform

Category Series 1

OverDrive	15409
Hoopla	2047
Kanopy	904
Flipster	149

FY 21-22 Website Usage



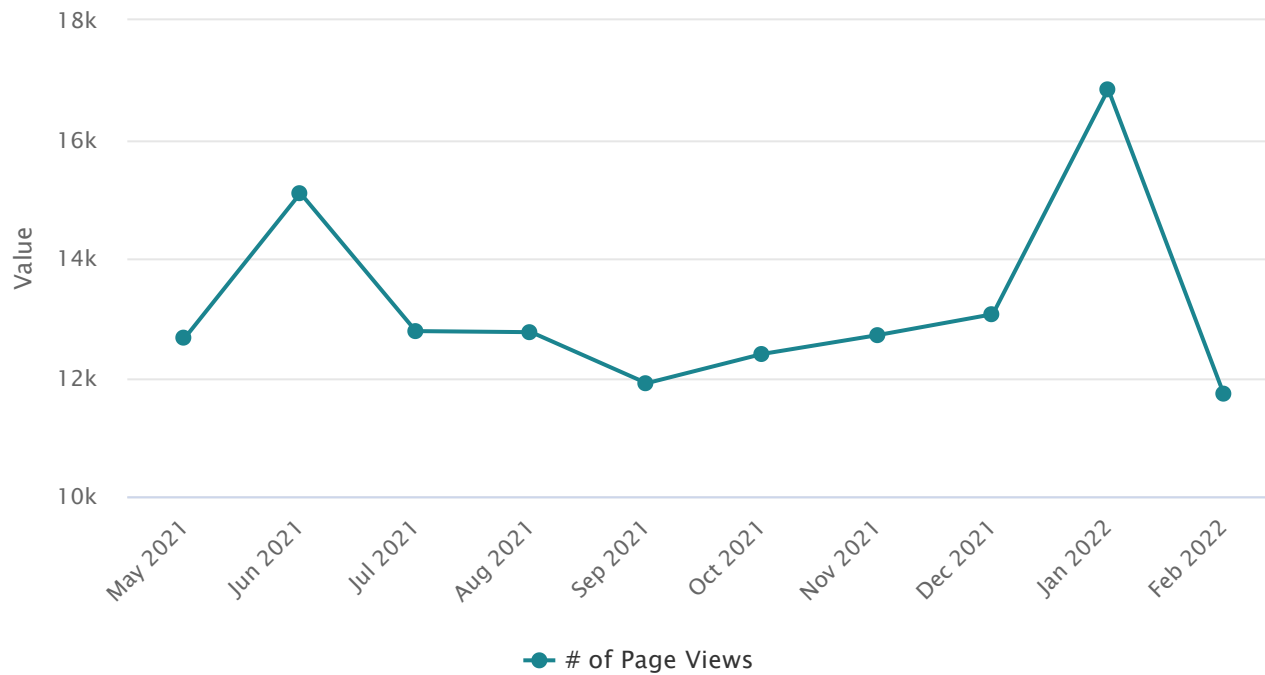
35,645
TOTAL SESSIONS

Visitors

Category # of Visitors

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

Page Views



Page Views

Category # of Page Views

May 2021 12667

Jun 2021 15095

Jul 2021 12777

Aug 2021 12759

Sep 2021 11901

Oct 2021 12392

Nov 2021 12709

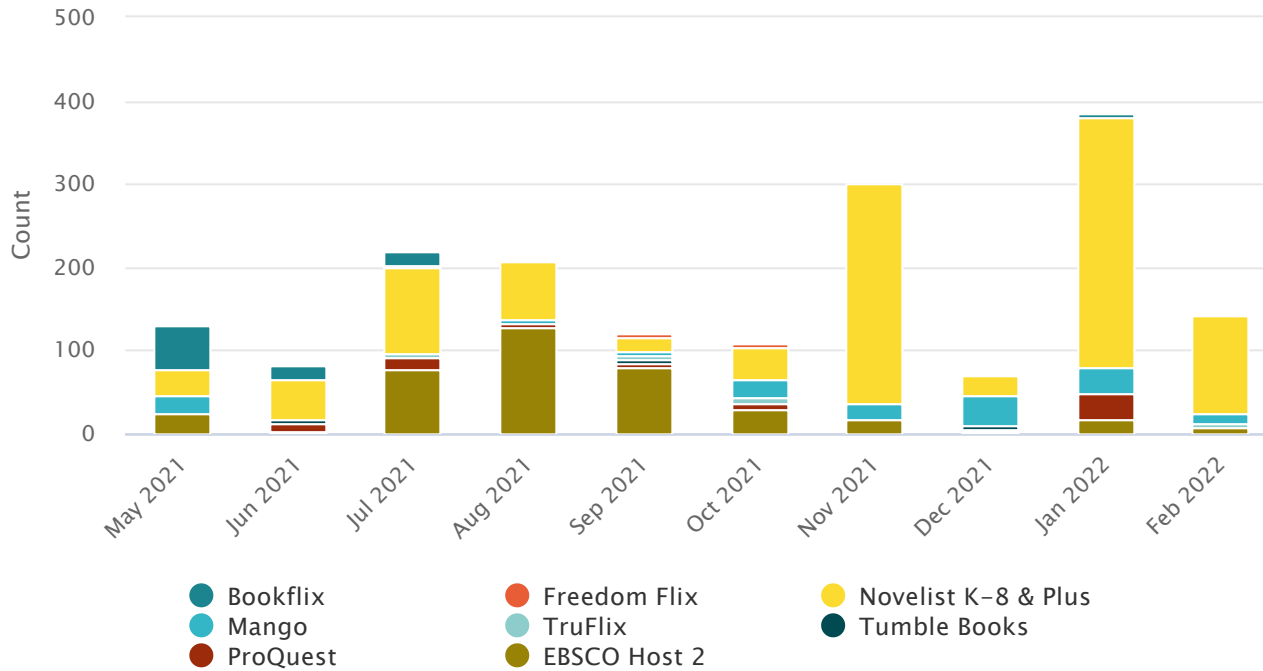
Dec 2021 13061

Jan 2022 16840

Feb 2022 11726

FY 21-22 Database Usage

Usage by Platform



Usage by Platform

Category	Bookflix	Freedom Flix	Novelist K-8 & Plus	Mango	TruFlix	Tumble Books	ProQuest	EBSCO Host 2
May 2021	52	0	31	22	0	0	0	24
Jun 2021	16	0	49	0	0	3	10	3
Jul 2021	17	3	104	0	3	0	14	78
Aug 2021	0	0	68	5	0	0	6	127
Sep 2021	10	3	17	6	4	5	4	80
Oct 2021	0	3	38	23	8	0	6	29
Nov 2021	0	0	265	20	0	0	0	16
Dec 2021	0	0	25	36	0	3	3	3
Jan 2022	25	0	299	33	0	0	29	18
Feb 2022	0	0	116	14	3	0	0	8

