

## April 10, 2012 Library Board Packet

### agenda

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<b>1,2 CTO, Additions</b>		
	Document Summary	1A
	Agenda	2A-2B
<b>3 Presentations from Air Conditioning Vendors</b>		10
<b>4 Discussion of Air Conditioning Vendors Proposals (possible action)</b>		
<b>5 Consent Agenda</b>		
	Minutes of March 5, 2012 Regular Meeting	3A-3B
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<b>6 Financial Reports (Yellow)</b>		
	Detailed Balance Sheet	5A-5E
	Detailed Revenue & Expense Report	6A-6F
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<b>7 Approval of Checks (Green)</b>		
	Manual Check Report	8A-8D
	Check Register	9A-9L
<b>8 Opportunity to Address Board</b>		
	(No documents)	
<b>9 Old Business</b>		
	Discussion of Public Copier/Printer <b>(possible action)</b>	
	Discussion of Potential Landscaping Projects <b>(possible action)</b>	
<b>10 Director's Report</b>		
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<b>11 New Business</b>		
	Discussion of Lake Bluff Block Party	13A-13D
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<b>12 Committee Reports</b>		
	(No Documents)	
<b>13 Executive Session</b>		
<b>14 Any and All Other Business ...</b>		
<b>15 Adjournment</b>		
<b>Attachments</b>		

**Lake Bluff Public Library**  
**Board of Library Trustees Meeting**  
**Tuesday, April 10, 2012 at 7:00 PM**  
123 E. Scranton Ave, Lake Bluff, IL 60044  
Enter through Library main entrance

1. **Call to Order**
2. **Additions & Corrections to the Agenda**
3. **Presentations from Vendors Regarding Air Conditioning for Library Server Room**
4. **Discussion of Server Room AC Proposals (action)**
5. **Approval of Minutes**
  - a. Approval of Minutes of 3/5/2012 Regular Meeting **(action)**
  - b. Approval of Minutes of 3/8/2012 Building and Grounds Committee Meeting **(action)**
6. **March 2012 Financial Reports – Detailed Balance and Revenue/Expense (Yellow Pages)**
  - a. Detailed Balance Sheet **(action)**
  - b. Detailed Revenue & Expense Report **(action)**
  - c. Detailed Revenue & Expense Report **(action)**
7. **Approval of checks (Green Pages)**
  - a. Manual Checks (10442-10461) **(action)**
  - b. Monthly Checks (10462-10488) **(action)**
8. **Opportunity for Public to Address the Board (limit 5 minutes per person per meeting)**
9. **Old Business**
  - a. Discussion of Public Copier/Printer **(possible action)**
  - b. Discussion of Potential Landscaping Projects **(possible action)**
10. **Director's Report**
  - a. Director's Narrative Report
  - b. Statistical Report
  - c. Announcements and Correspondence
  - d. Friends Meeting Attendee for January
  - e. Programs of Interest to Library Trustees
11. **New Business**
  - a. Discussion of Lake Bluff Block Party **(action)**
  - b. Proposed Budget for Gift Accounts **(action)**

- c. TLC Library.Solution Renewal **(action)**

## **12. Committee Reports**

- a. Finance Committee (Stroh, Marozsan, Gottshall)
- b. Human Resources Committee (Gottshall, Bush)
- c. Building and Grounds Committee (Stroh, Meierhoff)
- d. Technology Committee (Marozsan, Meierhoff)
- e. Public Relations/Advocacy/Fundraising
- f. Friends Liaison (Bush, Nickels)
- g. Historical Museum Liaison (Nickels, Bush)
- h. Long Range Planning Committee

## **13. Executive Session**

- a. 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)

## **14. Any and all other business which may properly come before the Board**

## **15. Adjournment**

### **Attachments:**

Air Conditioning Vendors  
Lake Bluff Block Party Information  
Proposed Budget for Gifts Accounts  
TLC Renewal Options

**Upcoming Board Meetings: May 8, June 12, and July 10 2012**

**LAKE BLUFF PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
 Regular Meeting  
 Monday, March 5, 2012

1. **Call to Order:** The meeting was called to order at 7:04 p.m. by Board President John Marozsan. Roll was called and a quorum was established.

Present: Julie Gottshall, John Marozsan, Kathy Meierhoff, Judy Nickels, Cal Stroh,  
 Romain Wojda

Absent: Karen Bush

Library Staff Present: Director Eric Bailey

Members of the Public: none

2. **Additions and Corrections to the Agenda:** None

3. **Approval of Minutes:** Meierhoff moved and Stroh seconded a motion to approve the minutes of the February 14, 2012 regular meeting.

AYES: all present

NAYES: none

ABSENT: Bush

4. **Approval of February 2012 Financial Report (for 10 periods ending 2/28/12):**

a. Detailed Balance Sheet

b. Detailed Revenue & Expense Report

c. Detailed Revenue & Expense Report with percentage variances

Marozsan moved and Nickels seconded motion to approve Financial Reports.

AYES: Gottshall, Marozsan, Meierhoff, Nickels, Stroh, Wojda

NAYES: none

ABSENT: Bush

5. **Approval of checks:** Gottshall moved and Stroh seconded the motion to approve manual check numbers 10405 – 10416 and monthly check numbers 10417 – 10441.

AYES: Gottshall, Marozsan, Meierhoff, Nickels, Stroh, Wojda

NAYES: none

ABSENT: Bush

6. **Opportunity for the Public to address the Board:** none

7. **Old Business:** Air conditioning for Library server room. Resolved: Discussion continued to next month.

8. **Director's Report:**

a. Director's Narrative Report

b. Statistical Report

- c. Announcements and correspondence: \$1000 unrestricted gift. Resolved: Director to keep records of gifts received by the Library so proper attribution can be given and tracked.
- d. Friends meeting attendee for March 10, 2012 at 10am – Marozsan to attend.  
Intergovernmental meeting attendee for March 13, 2012 at 6:00pm – Meierhoff to attend.
- e. Programs of interest to Library Trustees – none

**9. New Business:**

- a. Discussion of grounds maintenance contract. Resolved: At May meeting, Director to present breakdown of services rendered and expenses incurred, as well as possible alternatives to current service provider.
- b. Discussion of public copier/printer. Resolved: Director to investigate options for color printer.
- c. Discussion of list of building/grounds area for potential improvement. Resolved: Buildings and Grounds Committee to review list and make recommendations.

**10. Committee Reports:**

- a. Finance Committee (Stroh, Marozsan, Gottshall) - no report
- b. Human Resource Committee (Gottshall, Bush) - no report
- c. Building and Grounds Committee (Stroh, Meierhoff) – no report.
- d. Technology Committee (Marozsan, Meierhoff) – no report.
- e. Public Relations/Advocacy/Fundraising (Nickels, Wojda) – no report.
- f. Friends Liaison (Bush, Nickels) – no report
- g. Historical Museum Liaison (Nickels, Bush) – no report
- h. Long Range Planning Committee (Board as whole when needed) – no report.

**11. Executive Session:**

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).

The Board did not go into Executive Session.

**12. Any and all other business which may properly come before the Board - none**

**13. Adjournment:** Gottshall moved and Meierhoff seconded a motion to adjourn the meeting at 8:20 p.m.

AYES: all present

NAYES: none

ABSENT: Bush

Respectfully submitted,

Julie L. Gottshall  
Board Secretary

**LAKE BLUFF PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
Building and Grounds Committee  
Thursday, March 8, 2012

1. **Call to Order; Roll Call:** The meeting was called to order at 2:12 p.m. Roll was called and a quorum was established.

Present: Kathy Meierhoff, Cal Stroh

Absent: none

Library Staff Present: Eric Bailey, Lyndy Jensen

Members of the Public: none

2. **Discussion of Optimizing the Library's Grounds:**

- a. Discussion of grounds concerns provided by the director at the March 5, 2012 regular meeting of the board. RESOLVED: Lyndy will write up the suggested changes and obtain bids from landscapers.

3. **Any other business:**

- a. Discussion of state of trees on the property. RESOLVED: Lyndy will obtain quotes for trimming of several of the trees on the property.

4. **Adjournment:** Stroh moved and Meierhoff seconded a motion to adjourn the meeting at 3:17 p.m.

AYES: all

NAYES: none

ABSENT: none

Respectfully submitted,

Eric S. Bailey, Library Director

DATE: 04/06/2012  
 TIME: 12:23:25  
 ID: GL450000.WOW

# Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

FUND: LAKE BLUFF PUBLIC LIBRARY  
 FOR PERIOD 11 ENDING MARCH 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 03/01/12	NET DEBITS	NET CREDITS	BALANCE 03/31/12
<b>ASSETS</b>					
<b>DUE TO/FROM ACCOUNTS</b>					
80-00-100-10000	DUE TO/FROM OTHER FUNDS	292,257.83			
80-00-100-20000	LIB GR FND DUE TO/FROM DETAIL	0.00	0.00	0.00	292,257.83
<b>TOTAL DUE TO/FROM ACCOUNTS</b>		292,257.83	0.00	0.00	292,257.83
<b>CASH &amp; INVESTMENTS</b>					
80-10-101-10000	CHECKING ACCOUNT	34,485.09			
80-10-101-10001	CASH BOX OVER/SHORT	(342.97)	32,000.00	27,481.33	39,003.76
80-10-101-11000	MONEY MARKET ACCOUNT	130,191.13	0.00	50.35	(393.32)
80-10-101-12000	SAVINGS ACCOUNT	0.00	34,382.81	20,647.46	143,926.48
80-10-101-12100	N TR WEED & FEED CHECKING ACCT	0.00	0.00	0.00	0.00
80-10-101-13000	PETTY CASH	0.00	0.00	0.00	0.00
80-10-101-15000	INVESTMENTS	150.00	0.00	0.00	150.00
80-10-101-15010	US GOVERNMENT OBLIGATIONS	0.00	0.00	0.00	0.00
80-10-101-15020	CERTIFICATES OF DEPOSIT	0.00	0.00	0.00	0.00
80-10-101-15110	ILLINOIS FUND	0.00	0.00	0.00	0.00
80-10-101-15111	ILLINOIS FUNDS - GRANTS	415,370.70	0.00	0.00	0.00
<b>TOTAL CASH &amp; INVESTMENTS</b>		579,855.75	66,411.24	111,179.14	535,087.85
<b>RECEIVABLES</b>					
80-10-201-15000	ACCOUNTS RECEIVABLE	0.00			
80-10-201-15200	PROPERTY TAX RECEIVABLE	785,105.78	0.00	0.00	0.00
80-10-201-35000	INTEREST RECEIVABLE	0.00	0.00	0.00	785,105.78
80-10-201-37000	OTHER RECEIVABLE	0.00	0.00	0.00	0.00
<b>TOTAL RECEIVABLES</b>		785,105.78	0.00	0.00	785,105.78
<b>OTHER ASSETS</b>					
80-10-301-37100	DUE FROM THE VILLAGE	0.00			
80-10-301-55000	PREPAID EXPENSES	0.00	8,562.44	8,562.44	0.00
<b>TOTAL OTHER ASSETS</b>		0.00	8,562.44	8,562.44	0.00
<b>TOTAL ASSETS</b>		1,657,219.36	74,973.68	119,741.58	1,612,451.46
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
<b>PAYABLES</b>					
80-20102-20000	ACCOUNTS PAYABLE	20,647.46			
80-20102-41000	SOCIAL SECURITY TAX PAYABLE	0.00	20,647.46	32,033.06	32,033.06
			3,760.19	3,760.19	0.00

# Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --  
DETAILED BALANCE SHEET

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DATE: 04/06/2012  
TIME: 12:23:25  
ID: GL450000.WOW

FUND: LAKE BLUFF PUBLIC LIBRARY  
FOR PERIOD 11 ENDING MARCH 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 03/01/12	NET DEBITS	NET CREDITS	BALANCE 03/31/12
<b>LIABILITIES</b>					
<b>PAYABLES</b>					
80-20-102-42000	FEDERAL INCOME TAX PAYABLE	0.00	2,556.09	2,556.09	0.00
80-20-102-43000	STATE INCOME TAX PAYABLE	0.00	1,195.54	1,195.54	0.00
80-20-102-44000	IMRF PAYABLE	0.00	4,072.11	4,072.11	0.00
80-20-102-45000	ICMA 457 PLAN PAYABLE	0.00	2,000.00	2,000.00	0.00
80-20-102-46000	MEDICAL INSURANCE PAYABLE	0.00	0.00	0.00	0.00
80-20-102-65000	LIBRARY FLEXIBLE BENEFIT PAYAB	0.00	243.96	243.96	0.00
80-20-102-66000	LIBRARY HSA PAYABLE	0.00	400.00	400.00	0.00
80-20-102-70000	OTHER SHORT TERM LIABILITIES	0.00	0.00	0.00	0.00
<b>TOTAL PAYABLES</b>		20,647.46	34,875.35	46,260.95	32,033.06
<b>OTHER LIABILITIES</b>					
80-20-202-16000	ACCRUED PAYROLL	14,737.45	0.00	0.00	14,737.45
80-20-202-22000	DEFERRED PROPERTY TAX	785,105.78	0.00	0.00	785,105.78
80-20-202-22100	OTHER DEFERRED REVENUE	0.00	0.00	0.00	0.00
80-20-202-22200	DUE TO THE VILLAGE MEDICAL FND	0.00	0.00	0.00	0.00
80-20-202-22300	RESTRICTED GIFTS	0.00	0.00	0.00	0.00
80-20-202-22301	TECH 2 FOR YOU DONATIONS	0.00	0.00	0.00	0.00
80-20-202-23500	NOTES PAYABLE	0.00	0.00	0.00	0.00
<b>TOTAL OTHER LIABILITIES</b>		799,843.23	0.00	0.00	799,843.23
<b>ESCROWS &amp; DEPOSITS</b>					
80-20-302-24000	MISCELLANEOUS RESERVE	0.00	0.00	0.00	0.00
<b>TOTAL ESCROWS &amp; DEPOSITS</b>		0.00	0.00	0.00	0.00
<b>LONG TERM LIABILITIES</b>					
80-20-402-39000	OTHER LONG TERM LIABILITIES	0.00	0.00	0.00	0.00
<b>TOTAL LONG TERM LIABILITIES</b>		0.00	0.00	0.00	0.00
<b>TOTAL LIABILITIES</b>		820,490.69	34,875.35	46,260.95	831,876.29
<b>FUND EQUITY</b>					
<b>EQUITY SECTION</b>					
80-30-100-53000	UNRESERVED FUND BALANCE	469,471.95	0.00	0.00	469,471.95
80-30-100-53100	RESERVED FOR AUTOMATION	0.00	0.00	0.00	0.00
80-30-100-53200	DESIGNATED FOR CAPITAL MAINT	75,000.00	0.00	0.00	75,000.00
80-30-100-53300	DESIGNATED FOR CAP BLDG IMPR	75,000.00	0.00	0.00	75,000.00
<b>TOTAL EQUITY SECTION</b>		619,471.95	0.00	0.00	619,471.95
<b>FUND SURPLUS (DEFICIT)</b>		217,256.72	56,153.50	0.00	161,103.22



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# Lake Bluff Public Library

-- VILLAGE OF LAKE BLUFF --  
DETAILED BALANCE SHEET

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FUND: LAKE BLUFF PUBLIC LIBRARY  
FOR PERIOD 11 ENDING MARCH 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 03/01/12	NET DEBITS	NET CREDITS	BALANCE 03/31/12
	TOTAL FUND EQUITY	836,728.67	56,153.50	0.00	780,575.17
	TOTAL LIABILITIES AND FUND EQUITY	1,657,219.36	91,028.85	46,260.95	1,612,451.46

# Lake Bluff Public Library

DATE: 04/06/2012  
 TIME: 12:23:25  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

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 PAGE: 4  
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FUND: LIBRARY BLG RENOVATION FUND  
 FOR PERIOD 11 ENDING MARCH 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 03/01/12	NET DEBITS	NET CREDITS	BALANCE 03/31/12
<b>ASSETS</b>					
TOTAL ASSETS		0.00	0.00	0.00	0.00
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
---	UNDEFINED CODE ---				
81-00-100-10000	INTERFUND ACCT	287,618.85	0.00	0.00	287,618.85
TOTAL --- UNDEFINED CODE ---		287,618.85	0.00	0.00	287,618.85
---	UNDEFINED CODE ---				
81-20-102-20000	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00
TOTAL --- UNDEFINED CODE ---		0.00	0.00	0.00	0.00
TOTAL LIABILITIES		287,618.85	0.00	0.00	287,618.85
<b>FUND EQUITY</b>					
---	UNDEFINED CODE ---				
81-30-100-53100	RESERVED FOR CAPITAL	(11,527.08)	0.00	0.00	(11,527.08)
TOTAL --- UNDEFINED CODE ---		(11,527.08)	0.00	0.00	(11,527.08)
	FUND SURPLUS (DEFICIT)	(276,091.77)	0.00	0.00	(276,091.77)
TOTAL FUND EQUITY		(287,618.85)	0.00	0.00	(287,618.85)
TOTAL LIABILITIES AND FUND EQUITY		0.00	0.00	0.00	0.00

# Lake Bluff Public Library

DATE: 04/06/2012  
 TIME: 12:23:25  
 ID: GL450000.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED BALANCE SHEET

5E

PAGE: 5  
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FUND: LIBRARY BIRD MEMORIAL FUND  
 FOR PERIOD 11 ENDING MARCH 31, 2012

ACCOUNT #	DESCRIPTION	BALANCE 03/01/12	NET DEBITS	NET CREDITS	BALANCE 03/31/12
<b>ASSETS</b>					
<b>CASH &amp; INVESTMENTS</b>					
82-10-101-12000	LIBRARY BIRD MEMORIAL SAVINGS	3,024.42	0.00	0.00	3,024.42
<b>TOTAL CASH &amp; INVESTMENTS</b>		3,024.42	0.00	0.00	3,024.42
<b>TOTAL ASSETS</b>		3,024.42	0.00	0.00	3,024.42
<b>LIABILITIES AND FUND EQUITY</b>					
<b>LIABILITIES</b>					
<b>INTERFUND CLEARING ACCOUNT</b>					
82-00-100-10000	DUE TO/FROM LIBRARY FUND	10,822.76	0.00	0.00	10,822.76
<b>TOTAL INTERFUND CLEARING ACCOUNT</b>		10,822.76	0.00	0.00	10,822.76
<b>PAYABLES</b>					
82-20-102-20000	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00
<b>TOTAL PAYABLES</b>		0.00	0.00	0.00	0.00
<b>TOTAL LIABILITIES</b>		10,822.76	0.00	0.00	10,822.76
<b>FUND EQUITY</b>					
<b>EQUITY SECTION</b>					
82-30-100-53000	UNRESERVED FUND BALANCE	1,691.61	0.00	0.00	1,691.61
<b>TOTAL EQUITY SECTION</b>		1,691.61	0.00	0.00	1,691.61
<b>FUND SURPLUS (DEFICIT)</b>		(9,489.95)	0.00	0.00	(9,489.95)
<b>TOTAL FUND EQUITY</b>		(7,798.34)	0.00	0.00	(7,798.34)
<b>TOTAL LIABILITIES AND FUND EQUITY</b>		3,024.42	0.00	0.00	3,024.42

# Lake Bluff Public Library

6A

DATE: 04/06/2012  
 TIME: 12:32:21  
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 11 PERIODS ENDING MARCH 31, 2012

PAGE: 1  
 F-YR: 12

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: REVENUES

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>PROPERTY TAXES</b>							
80-40-103-10000	LIBRARY PROPERTY TAX	0.00	0.00	782,229.09	779,602.48	780,709.00	100.1%
<b>TOTAL REVENUES: PROPERTY TAXES</b>		0.00	0.00	782,229.09	779,602.48	780,709.00	100.1%
<b>SERVICES &amp; FEES</b>							
80-40-403-48300	PHOTO-COPY CHARGES	226.10	152.70	1,719.05	1,713.35	1,700.00	101.1%
80-40-403-48500	NON-RESIDENT FEES	721.54	786.92	6,671.91	5,021.05	4,200.00	158.8%
<b>TOTAL REVENUES: SERVICES &amp; FEES</b>		947.64	939.62	8,390.96	6,734.40	5,900.00	142.2%
<b>FINES</b>							
80-40-503-65000	RENTAL FINES	1,132.73	1,205.23	11,359.36	12,579.23	12,000.00	94.6%
<b>TOTAL REVENUES: FINES</b>		1,132.73	1,205.23	11,359.36	12,579.23	12,000.00	94.6%
<b>MISCELLANEOUS</b>							
80-40-603-73000	PER CAPITA GRANTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73100	"WEED AND FEED" GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73200	ILLINOIS FIRST GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73400	MISCELLANEOUS GRANTS RECEIVED	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73500	HVAC GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73600	SHAKESPEARE GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73700	VILLAGE CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-73800	VLIET OPERATING COST CONTRIB	0.00	0.00	0.00	0.00	6,500.00	0.0%
80-40-603-75000	INTEREST EARNINGS	67.53	174.88	584.24	1,404.00	0.00	0.0%
80-40-603-78000	DONATIONS/CONTRIBUTIONS	11.60	68.90	306.93	1,488.51	1,000.00	58.4%
80-40-603-78001	RESTRICTED DONATIONS	100.00	27.95	18,837.23	15,519.17	0.00	100.0%
80-40-603-78002	VCLA EQUITY DONATION	0.00	0.00	0.00	52.95	0.00	100.0%
80-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-78500	NAPERVILLE (IMPACT) FEE	0.00	0.00	0.00	0.00	0.00	0.0%
80-40-603-89000	MISCELLANEOUS INCOME	1,101.39	132.50	4,986.22	1,396.22	0.00	0.0%
<b>TOTAL REVENUES: MISCELLANEOUS</b>		1,280.52	404.23	24,714.62	19,860.85	8,700.00	284.0%
<b>TOTAL REVENUES: REVENUES</b>		3,360.89	2,549.08	826,694.03	818,776.96	807,309.00	102.4%
<b>TOTAL FUND REVENUES</b>		3,360.89	2,549.08	826,694.03	818,776.96	807,309.00	102.4%

# Lake Bluff Public Library

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DATE: 04/06/2012  
 TIME: 12:32:21  
 ID: GL470006.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 11 PERIODS ENDING MARCH 31, 2012

PAGE: 2  
 F-YR: 12

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>LIBRARY SERVICES</b>							
80-60-001-40000	LIBRARIAN SALARIES	16,835.86	20,895.72	228,157.67	231,754.09	274,499.00	83.1%
80-60-001-40050	STAFF SALARIES	11,684.83	8,594.30	110,107.86	93,246.44	112,710.00	97.6%
80-60-001-40060	SALARY SURVEY ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-40200	SEASONAL STAFF SALARIES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-40400	MEDICAL INSURANCE	4,246.37	3,052.85	39,167.38	43,374.16	50,500.00	77.5%
80-60-001-40750	PROFESSIONAL INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-40900	OTHER EMPLOYEE BENEFITS	0.00	0.00	210.00	290.00	2,500.00	8.4%
80-60-001-40950	EMPLOYER IMRF	2,960.86	2,771.57	32,521.43	31,579.70	37,500.00	86.7%
80-60-001-40951	EMPLOYER FICA TAX	2,185.15	2,206.89	25,392.12	24,565.23	30,500.00	83.2%
80-60-001-41000	BUILDING MAINTENANCE	2,998.84	1,650.92	25,155.34	24,271.18	19,000.00	132.3%
80-60-001-41020	ELEVATOR MAINTENANCE	208.38	99.23	1,942.32	1,618.78	2,500.00	77.6%
80-60-001-41050	GROUNDS MAINTENANCE	480.00	480.00	5,723.00	5,775.50	11,000.00	52.0%
80-60-001-41200	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-41300	COMPUTER SERVICES	0.00	0.00	99.00	0.00	0.00	0.0%
80-60-001-41303	COPIER MAINTENANCE/SUPPLIES	543.69	755.71	3,297.62	4,148.47	4,500.00	73.2%
80-60-001-41304	OTHER PROFESSIONAL SERVICES	0.00	0.00	7,560.79	9,270.00	6,500.00	116.3%
80-60-001-41305	COMPUTER SERVICES	1,999.00	0.00	18,688.65	19,384.68	27,000.00	69.2%
80-60-001-41350	LEGAL SERVICES	1,530.00	0.00	2,160.00	184.00	2,500.00	86.4%
80-60-001-42400	PROFESSIONAL DEVELOPMENT	0.00	110.00	2,710.49	3,035.00	6,500.00	41.6%
80-60-001-42440	DUES	25.00	0.00	2,143.00	1,683.60	3,000.00	71.4%
80-60-001-43230	UTILITIES	515.57	370.81	5,388.58	5,924.30	9,500.00	56.7%
80-60-001-43300	POSTAGE	99.57	676.00	2,263.43	1,992.44	3,500.00	64.6%
80-60-001-43400	PRINTING/E-NEWSLETTER	45.00	185.60	6,730.95	6,924.92	8,000.00	84.1%
80-60-001-43550	OFFICE SUPPLIES	412.86	701.53	5,900.00	4,120.45	6,000.00	98.3%
80-60-001-43570	OPERATING SUPPLIES	0.00	0.00	0.00	31.93	0.00	0.0%
80-60-001-43660	BUILDING & GROUNDS SUPPLIES	17.28	127.80	1,185.52	1,259.80	3,000.00	39.5%
80-60-001-43670	TECHNICAL SERVICES SUPPLIES	480.27	782.85	5,435.99	3,444.09	4,000.00	135.8%
80-60-001-43700	HOSPITALITY PROGRAM SUPPLIES	21.93	0.00	952.34	549.27	1,000.00	95.2%
80-60-001-43710	ADULT PROGRAM SUPPLIES	138.73	348.47	3,776.46	3,422.73	4,000.00	94.4%
80-60-001-43720	JUVENILE PROGRAM SUPPLIES	716.79	350.00	6,623.83	6,587.04	7,000.00	94.6%
80-60-001-44800	PER CAPITA GRANT	0.00	0.00	825.61	1,565.93	0.00	-100.0%
80-60-001-44850	ROSSI GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-44870	PROGRAM EXPENSES	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-44900	"WEED AND FEED" GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-44901	PATTI MANNELLY MEMORIAL GRANT	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-45000	ADULT NON-FICTION BOOKS	1,752.21	848.00	16,427.84	15,286.72	20,000.00	82.1%
80-60-001-45100	ADULT FICTION BOOKS	1,449.97	665.28	15,607.67	13,929.98	16,000.00	97.5%
80-60-001-45110	ADULT LARGE PRINT MATERIAL	291.20	0.00	811.23	781.20	1,000.00	81.1%
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,361.66	1,286.92	10,459.41	13,892.80	13,500.00	77.4%
80-60-001-45220	ADULT REFERENCE/E-REFER	2,500.00	0.00	6,690.00	1,202.62	15,000.00	44.6%
80-60-001-45300	ADULT REFERENCE MATERIAL	69.79	1,126.50	6,182.61	11,296.62	0.00	-100.0%
80-60-001-45400	JUVENILE NON-FICTION	433.07	685.92	6,694.89	3,225.11	7,500.00	89.2%
80-60-001-45410	PICTURE BOOKS, READERS	571.35	530.96	5,434.98	4,457.95	6,000.00	90.5%
80-60-001-45420	JUVENILE FICTION	726.72	764.97	6,546.06	6,101.33	7,300.00	89.6%

# Lake Bluff Public Library

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DATE: 04/06/2012  
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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 11 PERIODS ENDING MARCH 31, 2012

PAGE: 3  
 F-YR: 12

FUND: LAKE BLUFF PUBLIC LIBRARY  
 DEPT: LIBRARY ADMINISTRATION

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<b>LIBRARY SERVICES</b>							
80-60-001-45430	JUVENILE AUDIO-VISUAL	531.49	934.80	3,047.06	3,071.55	4,000.00	76.1%
80-60-001-45440	JUVENILE REFERENCE	0.00	44.40	110.81	74.42	0.00	-100.0%
80-60-001-45450	TEEN BOOKS	496.59	295.43	2,624.06	2,504.10	3,000.00	87.4%
80-60-001-45500	PERIODICALS	52.00	52.00	5,825.44	3,857.72	8,500.00	68.5%
80-60-001-45510	VIDEO GAMES	765.99	0.00	2,315.79	728.71	2,300.00	100.6%
80-60-001-45600	PATRON & STAFF SOFTWARE	96.00	0.00	3,371.00	4,231.00	4,000.00	84.2%
80-60-001-45610	LIBRARY AUTOMATION SOFTWARE	0.00	0.00	13,096.00	11,424.00	13,000.00	100.7%
80-60-001-45700	BRANCH MATERIALS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-45900	MINOR EQUIPMENT	0.00	0.00	1,797.92	384.16	0.00	-100.0%
80-60-001-46000	MISCELLANEOUS EXPENSES	217.85	0.00	1,087.57	222.45	2,000.00	54.3%
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	33.25	0.00	1,906.38	0.00	0.00	-100.0%
80-60-001-49000	LIBRARY FURNISHINGS	0.00	0.00	3,442.68	0.00	10,000.00	34.4%
80-60-001-49100	BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-49120	EXT BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-49350	COMPUTER EQUIPMENT	19.27	3,232.82	4,960.56	7,470.82	13,000.00	38.1%
80-60-001-49351	TECH-4-U AUTOMATION	0.00	0.00	0.00	0.00	0.00	0.0%
80-60-001-49400	OTHER EQUIPMENT	0.00	0.00	881.35	234.00	4,500.00	19.5%
80-60-001-50000	CONTINGENCY	0.00	0.00	2,150.12	7,867.00	20,000.00	10.7%
<b>TOTAL EXPENSES: LIBRARY SERVICES</b>		<b>59,514.39</b>	<b>54,628.25</b>	<b>665,590.81</b>	<b>642,247.99</b>	<b>807,309.00</b>	<b>82.4%</b>
<b>TOTAL EXPENSES: LIBRARY ADMINISTRATION</b>		<b>59,514.39</b>	<b>54,628.25</b>	<b>665,590.81</b>	<b>642,247.99</b>	<b>807,309.00</b>	<b>82.4%</b>
<b>TOTAL FUND EXPENSES</b>		<b>59,514.39</b>	<b>54,628.25</b>	<b>665,590.81</b>	<b>642,247.99</b>	<b>807,309.00</b>	<b>82.4%</b>

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 11 PERIODS ENDING MARCH 31, 2012

PAGE: 4  
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ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
--- UNDEFINED CODE ---							
81-60-001-49000	LIBRARY FURNISHINGS	0.00	0.00	70,734.62	0.00	0.00	-100.0%
81-60-001-49100	BUILDING IMPROVEMENTS	0.00	0.00	205,357.15	0.00	0.00	-100.0%
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	0.00	276,091.77	0.00	0.00	-100.0%
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	0.00	276,091.77	0.00	0.00	-100.0%
TOTAL FUND EXPENSES		59,514.39	54,628.25	941,682.58	642,247.99	807,309.00	116.6%

# Lake Bluff Public Library

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 TIME: 12:32:21  
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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 11 PERIODS ENDING MARCH 31, 2012

PAGE: 5  
 F-YR: 12

FUND: LIBRARY BIRD MEMORIAL FUND  
 DEPT: BIR MEMORIAL FUND REVENUES

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
<hr/>							
MISCELLANEOUS							
82-40-603-73000	STATE PER CAPITA GRANT	0.00	0.00	0.00	0.00	6,184.00	0.0%
82-40-603-75000	INTEREST EARNINGS	0.00	1.45	1.75	5.88	0.00	100.0%
82-40-603-78000	UNRESTRICTED DONATIONS/CONTRIB	0.00	0.00	0.00	0.00	10,000.00	0.0%
82-40-603-78100	RESTRICTED DONATIONS/CONTRIB	0.00	0.00	0.00	0.00	20,000.00	0.0%
82-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.00	0.00	0.00	0.0%
<hr/>							
TOTAL REVENUES: MISCELLANEOUS		0.00	1.45	1.75	5.88	36,184.00	0.0%
TOTAL REVENUES: BIR MEMORIAL FUND REVENUES		0.00	1.45	1.75	5.88	36,184.00	0.0%
TOTAL FUND REVENUES		3,360.89	2,550.53	826,695.78	818,782.84	843,493.00	98.0%



# Lake Bluff Public Library

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DATE: 04/06/2012  
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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 ACTUAL VS. PRIOR VS. BUDGET  
 FOR 11 PERIODS ENDING MARCH 31, 2012

PAGE: 6  
 F-YR: 12

FUND: LIBRARY BIRD MEMORIAL FUND  
 DEPT: BIRD MEMORIAL EXPENDITURES

ACCOUNT NUMBER	DESCRIPTION	MARCH ACTUAL	PRIOR YEAR-MONTH ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	PRIOR YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	USED
--- UNDEFINED CODE ---							
82-60-001-44800	PER CAPITAL GRANT EXPENDITURES	0.00	226.74	9,491.70	1,115.89	6,184.00	153.4%
82-60-001-44825	MISC. GRANT EXPENDITURES	0.00	0.00	0.00	52.88	0.00	0.0%
82-60-001-44901	PATTI MANNELLY MEMORIAL EXPEND	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-001-49000	BIRD MEMORIAL - CHILDRENS LIBR	0.00	0.00	0.00	0.00	3,000.00	0.0%
82-60-001-49350	TECH-4-U AUTOMATION EXPENDITUR	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-001-49600	HVAC SYSTEM	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-001-99999	UNDEFINED/TEMP EXPENSE ACCT	0.00	0.00	0.00	0.00	30,000.00	0.0%
TOTAL EXPENSES: --- UNDEFINED CODE ---		0.00	226.74	9,491.70	1,168.77	39,184.00	24.2%
CONTRACTUAL & COMMODITIES							
82-60-002-43570	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.0%
82-60-002-45000	BIRD MEMORIAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENSES: CONTRACTUAL & COMMODITIES		0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENSES: BIRD MEMORIAL EXPENDITURES		0.00	226.74	9,491.70	1,168.77	39,184.00	24.2%
TOTAL FUND EXPENSES		59,514.39	54,854.99	951,174.28	643,416.76	846,493.00	112.3%

# Lake Bluff Public Library

DATE: 04/06/2012  
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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 11 PERIODS ENDING MARCH 31, 2012

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 F-YR: 12

FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
<b>REVENUES</b>							
<b>REVENUES</b>							
80-40-103-10000	LIBRARY PROPERTY TAX	65,059.08	0.00	100.0	780,709.00	782,229.09	0.1
<b>TOTAL PROPERTY TAXES</b>		65,059.08	0.00	100.0	780,709.00	782,229.09	0.1
<b>SERVICES &amp; FEES</b>							
80-40-403-48300	PHOTO-COPY CHARGES	141.66	226.10	59.6	1,700.00	1,719.05	1.1
80-40-403-48500	NON-RESIDENT FEES	350.00	721.54	106.1	4,200.00	6,671.91	58.8
<b>TOTAL SERVICES &amp; FEES</b>		491.66	947.64	92.7	5,900.00	8,390.96	42.2
<b>FINES</b>							
80-40-503-65000	RENTAL FINES	1,000.00	1,132.73	13.2	12,000.00	11,359.36	(5.3)
<b>TOTAL FINES</b>		1,000.00	1,132.73	13.2	12,000.00	11,359.36	(5.3)
<b>MISCELLANEOUS</b>							
80-40-603-73000	PER CAPITA GRANTS	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73100	"WEED AND FEED" GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73200	ILLINOIS FIRST GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73400	MISCELLANEOUS GRANTS RECEIVED	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73500	HVAC GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73600	SHAKESPEARE GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-73700	VILLAGE CONTRIBUTION	541.66	0.00	100.0	6,500.00	0.00	100.0
80-40-603-73800	VLIET OPERATING COST CONTRIB	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-75000	INTEREST EARNINGS	83.33	67.53	(18.9)	1,000.00	584.24	(41.5)
80-40-603-78000	DONATIONS/CONTRIBUTIONS	0.00	11.60	100.0	0.00	306.93	100.0
80-40-603-78001	RESTRICTED DONATIONS	0.00	100.00	100.0	0.00	18,837.23	100.0
80-40-603-78002	VCLA EQUITY DONATION	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-78500	NAPERVILLE (IMPACT) FEE	0.00	0.00	0.0	0.00	0.00	0.0
80-40-603-89000	MISCELLANEOUS INCOME	100.00	1,101.39	1001.3	1,200.00	4,986.22	315.5
<b>TOTAL MISCELLANEOUS</b>		724.99	1,280.52	76.6	8,700.00	24,714.62	184.0
<b>TOTAL REVENUES: REVENUES</b>		67,275.73	3,360.89	(95.0)	807,309.00	826,694.03	2.4
<b>LIBRARY ADMINISTRATION EXPENSES</b>							
<b>LIBRARY SERVICES</b>							
80-60-001-40000	LIBRARIAN SALARIES	22,874.91	16,835.86	26.4	274,499.00	228,157.67	16.8
80-60-001-40050	STAFF SALARIES	9,392.50	11,684.83	(24.4)	112,710.00	110,107.86	2.3
80-60-001-40060	SALARY SURVEY ADJUSTMENTS	0.00	0.00	0.0	0.00	0.00	0.0

# Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 11 PERIODS ENDING MARCH 31, 2012

7B PAGE: 2  
 F-YR: 12

FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARIANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARIANCE
LIBRARY ADMINISTRATION EXPENSES							
LIBRARY SERVICES							
80-60-001-40200	SEASONAL STAFF SALARIES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-40400	MEDICAL INSURANCE	4,208.33	4,246.37	(0.9)	50,500.00	39,167.38	22.4
80-60-001-40750	PROFESSIONAL INSURANCE & BONDS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-40900	OTHER EMPLOYEE BENEFITS	208.33	0.00	100.0	2,500.00	210.00	91.6
80-60-001-40950	EMPLOYER IMRF	3,125.00	2,960.86	5.2	37,500.00	32,521.43	13.2
80-60-001-40951	EMPLOYER FICA TAX	2,541.66	2,185.15	14.0	30,500.00	25,392.12	16.7
80-60-001-41000	BUILDING MAINTENANCE	1,583.33	2,998.84	(89.4)	19,000.00	25,155.34	(32.4)
80-60-001-41020	ELEVATOR MAINTENANCE	208.33	208.38	0.0	2,500.00	1,942.32	22.3
80-60-001-41050	GROUNDS MAINTENANCE	916.66	480.00	47.6	11,000.00	5,723.00	47.9
80-60-001-41200	EQUIPMENT MAINTENANCE	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-41300	COMPUTER SERVICES	0.00	0.00	0.0	0.00	99.00	100.0
80-60-001-41303	COPIER MAINTENANCE/SUPPLIES	375.00	543.69	(44.9)	4,500.00	3,297.62	26.7
80-60-001-41304	OTHER PROFESSIONAL SERVICES	541.66	0.00	100.0	6,500.00	7,560.79	(16.3)
80-60-001-41305	COMPUTER SERVICES	2,250.00	1,999.00	11.1	27,000.00	18,688.65	30.7
80-60-001-41350	LEGAL SERVICES	208.33	1,530.00	(634.4)	2,500.00	2,160.00	13.6
80-60-001-42400	PROFESSIONAL DEVELOPMENT	541.66	0.00	100.0	6,500.00	2,710.49	58.3
80-60-001-42440	DUES	250.00	25.00	90.0	3,000.00	2,143.00	28.5
80-60-001-43230	UTILITIES	791.66	515.57	34.8	9,500.00	5,388.58	43.2
80-60-001-43300	POSTAGE	291.66	99.57	65.8	3,500.00	2,263.43	35.3
80-60-001-43400	PRINTING/E-NEWSLETTER	666.66	45.00	93.2	8,000.00	6,730.95	15.8
80-60-001-43550	OFFICE SUPPLIES	500.00	412.86	17.4	6,000.00	5,900.00	1.6
80-60-001-43570	OPERATING SUPPLIES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-43660	BUILDING & GROUNDS SUPPLIES	250.00	17.28	93.0	3,000.00	1,185.52	60.4
80-60-001-43670	TECHNICAL SERVICES SUPPLIES	333.33	480.27	(44.0)	4,000.00	5,435.99	(35.9)
80-60-001-43700	HOSPITALITY PROGRAM SUPPLIES	83.33	21.93	73.6	1,000.00	952.34	4.7
80-60-001-43710	ADULT PROGRAM SUPPLIES	333.33	138.73	58.3	4,000.00	3,776.46	5.5
80-60-001-43720	JUVENILE PROGRAM SUPPLIES	583.33	716.79	(22.8)	7,000.00	6,623.83	5.3
80-60-001-44800	PER CAPITA GRANT	0.00	0.00	0.0	0.00	825.61	100.0
80-60-001-44850	ROSSI GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44870	PROGRAM EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44900	"WEED AND FEED" GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-44901	PATTI MANNELLY MEMORIAL GRANT	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-45000	ADULT NON-FICTION BOOKS	1,666.66	1,752.21	(5.1)	20,000.00	16,427.84	17.8
80-60-001-45100	ADULT FICTION BOOKS	1,333.33	1,449.97	(8.7)	16,000.00	15,607.67	2.4
80-60-001-45110	ADULT LARGE PRINT MATERIAL	83.33	291.20	(249.4)	1,000.00	811.23	18.8
80-60-001-45200	ADULT AUDIO VISUAL MATERIAL	1,125.00	1,361.66	(21.0)	13,500.00	10,459.41	22.5
80-60-001-45220	ADULT REFERENCE/E-REFER	1,250.00	2,500.00	(100.0)	15,000.00	6,690.00	55.4
80-60-001-45300	ADULT REFERENCE MATERIAL	0.00	69.79	100.0	0.00	6,182.61	100.0
80-60-001-45400	JUVENILE NON-FICTION	625.00	433.07	30.7	7,500.00	6,694.89	10.7
80-60-001-45410	PICTURE BOOKS, READERS	500.00	571.35	(14.2)	6,000.00	5,434.98	9.4
80-60-001-45420	JUVENILE FICTION	608.33	726.72	(19.4)	7,300.00	6,546.06	10.3
80-60-001-45430	JUVENILE AUDIO-VISUAL	333.33	531.49	(59.4)	4,000.00	3,047.06	23.8

# Lake Bluff Public Library

DATE: 04/06/2012  
 TIME: 12:30:59  
 ID: GL470001.WOW

-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 11 PERIODS ENDING MARCH 31, 2012

7C PAGE: 3  
 F-YR: 12

FUND: LAKE BLUFF PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI-ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
<b>LIBRARY ADMINISTRATION EXPENSES</b>							
<b>LIBRARY SERVICES</b>							
80-60-001-45440	JUVENILE REFERENCE	0.00	0.00	0.0	0.00	110.81	100.0
80-60-001-45450	TEEN BOOKS	250.00	496.59	(98.6)	3,000.00	2,624.06	12.5
80-60-001-45500	PERIODICALS	708.33	52.00	92.6	8,500.00	5,825.44	31.4
80-60-001-45510	VIDEO GAMES	191.66	765.99	(299.6)	2,300.00	2,315.79	(0.6)
80-60-001-45600	PATRON & STAFF SOFTWARE	333.33	96.00	71.2	4,000.00	3,371.00	15.7
80-60-001-45610	LIBRARY AUTOMATION SOFTWARE	1,083.33	0.00	100.0	13,000.00	13,096.00	(0.7)
80-60-001-45700	BRANCH MATERIALS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-45900	MINOR EQUIPMENT	0.00	0.00	0.0	0.00	1,797.92	100.0
80-60-001-46000	MISCELLANEOUS EXPENSES	166.66	217.85	(30.7)	2,000.00	1,087.57	45.6
80-60-001-48001	EXPENSES FR RESTRICTED DONATIO	0.00	33.25	100.0	0.00	1,906.38	100.0
80-60-001-49000	LIBRARY FURNISHINGS	833.33	0.00	100.0	10,000.00	3,442.68	65.5
80-60-001-49100	BUILDING IMPROVEMENTS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-49120	EXT BUILDING IMPROVEMENTS	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-49350	COMPUTER EQUIPMENT	1,083.33	19.27	98.2	13,000.00	4,960.56	61.8
80-60-001-49351	TECH-4-U AUTOMATION	0.00	0.00	0.0	0.00	0.00	0.0
80-60-001-49400	OTHER EQUIPMENT	375.00	0.00	100.0	4,500.00	881.35	80.4
80-60-001-50000	CONTINGENCY	1,666.66	0.00	100.0	20,000.00	2,150.12	89.2
<b>TOTAL LIBRARY SERVICES</b>		67,275.61	59,514.39	11.5	807,309.00	665,590.81	17.5
<b>TOTAL EXPENSES: LIBRARY ADMINISTRATION</b>		67,275.61	59,514.39	11.5	807,309.00	665,590.81	17.5
<b>TOTAL FUND REVENUES</b>		67,275.73	3,360.89	(95.0)	807,309.00	826,694.03	2.4
<b>TOTAL FUND EXPENSES</b>		67,275.61	59,514.39	11.5	807,309.00	665,590.81	17.5
<b>FUND SURPLUS (DEFICIT)</b>		0.12	(56,153.50)	(4683.3)	0.00	161,103.22	100.0

Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 11 PERIODS ENDING MARCH 31, 2012

7D PAGE: 4  
 F-YR: 12

FUND: LIBRARY BLG RENOVATION FUND

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
-----							
---	UNDEFINED CODE	---					
EXPENSES							
---	UNDEFINED CODE	---					
81-60-001-49000	LIBRARY FURNISHINGS	0.00	0.00	0.0	0.00	70,734.62	100.0
81-60-001-49100	BUILDING IMPROVEMENTS	0.00	0.00	0.0	0.00	205,357.15	100.0
-----							
TOTAL	--- UNDEFINED CODE ---	0.00	0.00	0.0	0.00	276,091.77	100.0
TOTAL EXPENSES:	--- UNDEFINED CODE ---	0.00	0.00	0.0	0.00	276,091.77	100.0
TOTAL FUND REVENUES		0.00	0.00	0.0	0.00	0.00	0.0
TOTAL FUND EXPENSES		0.00	0.00	0.0	0.00	276,091.77	100.0
FUND SURPLUS (DEFICIT)		0.00	0.00	0.0	0.00	(276,091.77)	100.0

# Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --  
 DETAILED REVENUE & EXPENSE REPORT  
 BUDGET VS. ACTUAL WITH PERCENT VARIANCE  
 FOR 11 PERIODS ENDING MARCH 31, 2012

7E PAGE: 5  
 F-YR: 12

FUND: LIBRARY BIRD MEMORIAL FUND

ACCOUNT NUMBER	DESCRIPTION	MARCH BUDGET	MARCH ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
<b>BIR MEMORIAL FUND REVENUES</b>							
<b>REVENUES</b>							
<b>MISCELLANEOUS</b>							
82-40-603-73000	STATE PER CAPITA GRANT	515.33	0.00	100.0	6,184.00	0.00	100.0
82-40-603-75000	INTEREST EARNINGS	0.00	0.00	0.0	0.00	1.75	100.0
82-40-603-78000	UNRESTRICTED DONATIONS/CONTRIB	833.33	0.00	100.0	10,000.00	0.00	100.0
82-40-603-78100	RESTRICTED DONATIONS/CONTRIB	1,666.66	0.00	100.0	20,000.00	0.00	100.0
82-40-603-78200	TECH-4-U DONATIONS	0.00	0.00	0.0	0.00	0.00	0.0
<b>TOTAL MISCELLANEOUS</b>		<b>3,015.32</b>	<b>0.00</b>	<b>100.0</b>	<b>36,184.00</b>	<b>1.75</b>	<b>(100.0)</b>
<b>TOTAL REVENUES: BIR MEMORIAL FUND REVENUES</b>		<b>3,015.32</b>	<b>0.00</b>	<b>100.0</b>	<b>36,184.00</b>	<b>1.75</b>	<b>(100.0)</b>
<b>BIRD MEMORIAL EXPENDITURES</b>							
<b>EXPENSES</b>							
<b>--- UNDEFINED CODE ---</b>							
82-60-001-44800	PER CAPITAL GRANT EXPENDITURES	515.33	0.00	100.0	6,184.00	9,491.70	(53.4)
82-60-001-44825	MISC. GRANT EXPENDITURES	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-44901	PATTI MANNELLY MEMORIAL EXPEND	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-49000	BIRD MEMORIAL - CHILDRENS LIBR	250.00	0.00	100.0	3,000.00	0.00	100.0
82-60-001-49350	TECH-4-U AUTOMATION EXPENDITUR	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-49600	HVAC SYSTEM	0.00	0.00	0.0	0.00	0.00	0.0
82-60-001-99999	UNDEFINED/TEMP EXPENSE ACCT	2,500.00	0.00	100.0	30,000.00	0.00	100.0
<b>TOTAL --- UNDEFINED CODE ---</b>		<b>3,265.33</b>	<b>0.00</b>	<b>100.0</b>	<b>39,184.00</b>	<b>9,491.70</b>	<b>75.7</b>
<b>CONTRACTUAL &amp; COMMODITIES</b>							
82-60-002-43570	OPERATING SUPPLIES	0.00	0.00	0.0	0.00	0.00	0.0
82-60-002-45000	BIRD MEMORIAL EXPENSES	0.00	0.00	0.0	0.00	0.00	0.0
<b>TOTAL CONTRACTUAL &amp; COMMODITIES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
<b>TOTAL EXPENSES: BIRD MEMORIAL EXPENDITURES</b>		<b>3,265.33</b>	<b>0.00</b>	<b>100.0</b>	<b>39,184.00</b>	<b>9,491.70</b>	<b>75.7</b>
<b>TOTAL FUND REVENUES</b>		<b>3,015.32</b>	<b>0.00</b>	<b>100.0</b>	<b>36,184.00</b>	<b>1.75</b>	<b>(100.0)</b>
<b>TOTAL FUND EXPENSES</b>		<b>3,265.33</b>	<b>0.00</b>	<b>100.0</b>	<b>39,184.00</b>	<b>9,491.70</b>	<b>75.7</b>
<b>FUND SURPLUS (DEFICIT)</b>		<b>(250.01)</b>	<b>0.00</b>	<b>100.0</b>	<b>(3,000.00)</b>	<b>(9,489.95)</b>	<b>216.3</b>

# Lake Bluff Public Library

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-- VILLAGE OF LAKE BLUFF --  
 MANUAL CHECK REGISTER

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10442	9AT&T AT & T 847-234-254003	03/07/12	01	LCL PHONE SRVC:2/8-3/7/12	03/20/12	80-60-001-43230	273.11
						INVOICE TOTAL:	273.11 *
						CHECK TOTAL:	273.11
10443	9CARTERC CAROL CARTER CAR031412	03/14/12	01	ADULT PROGRAM SUPPLIES	03/20/12	80-60-001-43710	20.25
						INVOICE TOTAL:	20.25 *
						CHECK TOTAL:	20.25
10444	9DELAG DE LAGE LANDEN FINANCIAL SRVC 12897053	03/10/12	01	COPIER MAINT: MAR 2012	03/20/12	80-60-001-41303	137.06
						INVOICE TOTAL:	137.06 *
						CHECK TOTAL:	137.06
10445	9FIRSTBA FIRST BANKCARD CAR03022012	03/02/12	01	ADULT PROGRAM SUPPLIES	03/20/12	80-60-001-43710	18.48
			02	TECHSOUP ACCESS 2010 SOFTWARE		80-60-001-45600	96.00
						INVOICE TOTAL:	114.48 *
						CHECK TOTAL:	114.48
10446	9FIRSTBA FIRST BANKCARD CDT03022012	03/02/12	01	VIDEO GAMES	03/20/12	80-60-001-45510	747.52
			02	BOOK CLUB SNACKS		80-60-001-45510	18.47
						INVOICE TOTAL:	765.99 *
						CHECK TOTAL:	765.99
10447	9FIRSTBA FIRST BANKCARD ERI03022012	03/02/12	01	GATEWAY ACCT MONTHLY FEE	03/20/12	80-60-001-46000	32.26
			02	PRINTING: JOB POSTING		80-60-001-43400	25.00
			03	LF/LB CHAMBER BREAKFAST MTG		80-60-001-42440	25.00
						INVOICE TOTAL:	82.26 *
						CHECK TOTAL:	82.26
10448	9FIRSTBA FIRST BANKCARD				03/20/12		

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 MANUAL CHECK REGISTER

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10448	9FIRSTBA	FIRST BANKCARD			03/20/12		
	DON032012	03/02/12	01	JUVENILE AUDIO VISUAL MATERIAL		80-60-001-45430	322.49
			02	CHILDREN/TEEN PROGRAM SUPPLIES		80-60-001-43720	182.13
			03	JUVENILE PICTURE BOOKS		80-60-001-45410	37.64
			04	JUVENILE NON-FICTION BOOKS		80-60-001-45400	6.99
			05	JUVENILE FICTION, PBKS & SERIES		80-60-001-45420	10.98
			06	TEEN BOOKS		80-60-001-45450	12.57
			07	CREDIT-JUVENILE AUDIO-VISUAL		80-60-001-45430	-2.50
						INVOICE TOTAL:	570.30 *
						CHECK TOTAL:	570.30
10449	9TOSEREL	ELIZA JARVI			03/20/12		
	JAR031412	03/14/12	01	CHILDREN/TEEN PROGRAM SUPPLIES		80-60-001-43720	36.66
						INVOICE TOTAL:	36.66 *
						CHECK TOTAL:	36.66
10450	9IMAGESY	IMAGE SYSTEMS & BUSINESS			03/20/12		
	161154	03/12/12	01	QRTRLY BILLING: COPIER		80-60-001-41303	158.00
			02	QRTRLY BILLING: COPIER COPIES		80-60-001-41303	44.00
						INVOICE TOTAL:	202.00 *
						CHECK TOTAL:	202.00
10451	9IMAGESY	IMAGE SYSTEMS & BUSINESS			03/20/12		
	161176	03/12/12	01	QRTRLY BILLING: COPIER		80-60-001-41303	130.80
			02	QRTRLY BILLING: B&W COPIES		80-60-001-41303	33.83
						INVOICE TOTAL:	164.63 *
						CHECK TOTAL:	164.63
10452	9LIBRCOR	THE LIBRARY CORPORATION			03/20/12		
	52870	01/31/12	01	COMPUTER SERVICES		80-60-001-41305	1,999.00
						INVOICE TOTAL:	1,999.00 *
						CHECK TOTAL:	1,999.00
10453	9NSSD	NORTH SHORE SANITARY DISTRICT			03/20/12		
	2201590	03/10/12	01	WSTWTR TRTMNT:10/26/11-1/31/12		80-60-001-43230	12.76
						INVOICE TOTAL:	12.76 *
						CHECK TOTAL:	12.76



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-- VILLAGE OF LAKE BLUFF --  
 MANUAL CHECK REGISTER

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM # DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10454	9SUTHDEE SUT031412	DEENA SUTHERLAND 03/14/12	01 BOOK DISCUSSION SNACKS	03/20/12	80-60-001-43700	16.94
					INVOICE TOTAL:	16.94 *
					CHECK TOTAL:	16.94
10455	9RESTECH 165220	RESEARCH TECHNOLOGY 03/09/12	01 TECHNICAL SERVICE SUPPLIES	03/30/12	80-60-001-43670	122.45
					INVOICE TOTAL:	122.45 *
					CHECK TOTAL:	122.45
10456	9WENDTM WEN03012012	WENDT MAINTENANCE INC. 03/01/12	01 GROUNDS MAINTENANCE	03/20/12	80-60-001-41050	480.00
					INVOICE TOTAL:	480.00 *
					CHECK TOTAL:	480.00
10457	9COMCAST COM31212	COMCAST CABLE 03/12/12	01 INTERNET: 3/19-4/18/12	03/20/12	80-60-001-43230	141.90
					INVOICE TOTAL:	141.90 *
					CHECK TOTAL:	141.90
10458	USPOSTAL USP031212	UNITED STATES POSTAL SERVICE 03/12/12	01 POSTAGE STAMPS	03/20/12	80-60-001-43300	90.00
					INVOICE TOTAL:	90.00 *
					CHECK TOTAL:	90.00
10459	9VANTAGE 101426270 101428224	VANTAGEPOINT TRANSFER AGENTS 03/13/12 03/16/12	01 'EE ICMA CONTRIBUTION: 3/15/12 01 'EE ICMA CONTRIBUTION: 3/30/12	03/20/12	80-20-102-45000 80-20-102-45000	1,000.00 1,000.00
					INVOICE TOTAL:	1,000.00 *
					INVOICE TOTAL:	1,000.00 *
					CHECK TOTAL:	2,000.00
10460	9LB VILL 0228VIL	VILLAGE OF LAKE BLUFF 02/28/12	01 UTILITIES:WTR 10/26/11-1/31/12	03/20/12	80-60-001-43230	87.80
					INVOICE TOTAL:	87.80 *
					CHECK TOTAL:	87.80

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CHECK #	VENDOR # INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	CHECK DATE	ACCOUNT #	ITEM AMT
10461	9PERESTI	PEREGRINE, STIME, NEWMAN,			03/20/12		
	51607	02/13/12	01	LEGAL SRVC'S:6/1-12/31/11		80-60-001-41350	1,530.00
						INVOICE TOTAL:	1,530.00 *
						CHECK TOTAL:	1,530.00
						TOTAL AMOUNT PAID:	8,847.59

# Lake Bluff Public Library

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DATE: 04/06/12  
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-- VILLAGE OF LAKE BLUFF --  
 CHECK REGISTER

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CHECK DATE: 04/10/12

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
10462	9AMAZONA	VOIDED---LEADER CHECK						
		001825469855	02/27/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	43.98	
						INVOICE TOTAL:	43.98 *	
		005543702023	03/02/12	01	ADULT NON-FICTION	80-60-001-45000	26.46	
						INVOICE TOTAL:	26.46 *	
		059480544326	03/02/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	26.69	
						INVOICE TOTAL:	26.69 *	
		059790309056	03/07/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	167.36	
						INVOICE TOTAL:	167.36 *	
		097820327562	02/15/12	01	ADULT NON-FICTION	80-60-001-45000	15.92	
						INVOICE TOTAL:	15.92 *	
		100949049233	03/02/12	01	COMPUTER EQUIPMENT	80-60-001-49350	19.27	
						INVOICE TOTAL:	19.27 *	
		142881387850	03/05/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	12.99	
						INVOICE TOTAL:	12.99 *	
		142881720353	03/06/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	-0.36	
						INVOICE TOTAL:	-0.36 *	
		142883940694	03/02/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	14.99	
						INVOICE TOTAL:	14.99 *	
		142885146875	02/27/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	65.59	
						INVOICE TOTAL:	65.59 *	
		142886599558	02/25/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	25.00	
						INVOICE TOTAL:	25.00 *	
		153201996478	02/10/12	01	ADULT NON-FICTION	80-60-001-45000	18.16	
						INVOICE TOTAL:	18.16 *	

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 CHECK REGISTER

CHECK DATE: 04/10/12

CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
10462	9AMAZONA	VOIDED---LEADER CHECK						
	153204714503		03/05/12	01	ADULT NON-FICTION	80-60-001-45000	16.17	
						INVOICE TOTAL:	16.17 *	
	155911457696		02/26/12	01	ADULT NON-FICTION	80-60-001-45000	40.32	
						INVOICE TOTAL:	40.32 *	
	155918814603		02/27/12	01	ADULT NON-FICTION	80-60-001-45000	13.80	
						INVOICE TOTAL:	13.80 *	
	172813976748		02/20/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	198.27	
						INVOICE TOTAL:	198.27 *	
	174092053114		02/10/12	01	AUSIO VISUAL MATERIAL	80-60-001-45200	131.92	
						INVOICE TOTAL:	131.92 *	
	186583175330		02/10/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	-1.00	
						INVOICE TOTAL:	-1.00 *	
	186587808985		02/11/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	-2.00	
						INVOICE TOTAL:	-2.00 *	
10463	9AMAZONA	AMAZON						
	189340085858		03/05/12	01	ADULT NON-FICTION	80-60-001-45000	14.66	
						INVOICE TOTAL:	14.66 *	
	189340986910		03/02/12	01	ADULT NON-FICTION	80-60-001-45000	9.59	
						INVOICE TOTAL:	9.59 *	
	240034932773		02/10/12	01	ADULT REFERENCE	80-60-001-45300	69.79	
						INVOICE TOTAL:	69.79 *	
	240039863110		02/10/12	01	ADULT NON-FICTION	80-60-001-45000	36.03	
						INVOICE TOTAL:	36.03 *	

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10463	9AMAZONA	AMAZON					
	264669014618		02/10/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	39.98
						INVOICE TOTAL:	39.98 *
	266845270214		02/20/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	13.99
						INVOICE TOTAL:	13.99 *
	266845982200		02/13/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	24.99
						INVOICE TOTAL:	24.99 *
	266846258064		02/09/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	19.99
						INVOICE TOTAL:	19.99 *
	266847794461		02/17/12	01	AUDIO VISUAL MATERIAL	80-60-001-45200	188.37
						INVOICE TOTAL:	188.37 *
						CHECK TOTAL:	1,250.92
10464	9AUDIOED	AUDIO EDITIONS					
	1387726		02/29/12	01	ADULT AUDIO VIDEO	80-60-001-45200	8.00
						INVOICE TOTAL:	8.00 *
						CHECK TOTAL:	8.00
10465	9BKTLNT	VOIDED---LEADER CHECK					
	2026768266		02/27/12	01	LARGE PRINT BOOKS	80-60-001-45110	97.71
						INVOICE TOTAL:	97.71 *
	2026773754		02/28/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	259.68
						INVOICE TOTAL:	259.68 *
	2026775197		02/28/12	01	ADULT FICTION	80-60-001-45100	16.44
						INVOICE TOTAL:	16.44 *

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10465	9BKTLENT	VOIDED---LEADER CHECK						
	2026775299		02/28/12	01	PICTURE BKS,READRS,HOLIDAY BKS	80-60-001-45410	73.49	
						INVOICE TOTAL:	73.49 *	
	2026778658		02/28/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	110.85	
						INVOICE TOTAL:	110.85 *	
	2026780700		02/29/12	01	JUVENILE FICTION,PBKS & SERIES	80-60-001-45420	123.83	
						INVOICE TOTAL:	123.83 *	
	2026782895		03/01/12	01	TEEN BOOKS	80-60-001-45450	245.54	
						INVOICE TOTAL:	245.54 *	
	2026789167		03/01/12	01	ADULT FICTION	80-60-001-45100	28.94	
						INVOICE TOTAL:	28.94 *	
	2026796119		03/06/12	01	ADULT FICTION	80-60-001-45100	63.87	
						INVOICE TOTAL:	63.87 *	
	2026797368		03/06/12	01	LARGE PRINT BOOKS	80-60-001-45110	48.67	
						INVOICE TOTAL:	48.67 *	
	2026799052		03/05/12	01	ADULT FICTION	80-60-001-45100	14.73	
						INVOICE TOTAL:	14.73 *	
	2026804514		03/07/12	01	JUVENILE FICTION,PBKS & SERIES	80-60-001-45420	469.72	
						INVOICE TOTAL:	469.72 *	
	2026804527		03/07/12	01	RESTRICTED DONATIONS	80-60-001-48001	33.25	
				02	JUVENILE NON-FICTION	80-60-001-45400	337.16	
						INVOICE TOTAL:	370.41 *	
	2026804538		03/07/12	01	PICTURE BKS,READRS,HOLIDAY BKS	80-60-001-45410	239.69	
						INVOICE TOTAL:	239.69 *	
	2026808718		03/09/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	314.71	
						INVOICE TOTAL:	314.71 *	

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10465	9BKTLENT	VOIDED---LEADER CHECK						
	2026810466		03/08/12	01	ADULT FICTION	80-60-001-45100	61.28	
						INVOICE TOTAL:	61.28 *	
	2026812254		03/09/12	01	ADULT FICTION	80-60-001-45100	395.83	
						INVOICE TOTAL:	395.83 *	
	2026819850		03/12/12	01	ADULT FICTION	80-60-001-45100	44.25	
						INVOICE TOTAL:	44.25 *	
	2026821091		03/13/12	01	TEEN BOOKS	80-60-001-45450	5.97	
						INVOICE TOTAL:	5.97 *	
10466	9BKTLENT	VOIDED---LEADER CHECK						
	2026833414		03/16/12	01	ADULT FICTION	80-60-001-45100	93.09	
						INVOICE TOTAL:	93.09 *	
	2026834230		03/16/12	01	LARGE PRINT BOOKS	80-60-001-45110	64.65	
						INVOICE TOTAL:	64.65 *	
	2026835389		03/16/12	01	JUVENILE FICTION, PBKS & SERIES	80-60-001-45420	122.19	
						INVOICE TOTAL:	122.19 *	
	2026837271		03/19/12	01	PICTURE BKS, READRS, HOLIDAY BKS	80-60-001-45410	40.19	
						INVOICE TOTAL:	40.19 *	
	2026837285		03/19/12	01	JUVENILE NON-FICTION	80-60-001-45400	23.91	
						INVOICE TOTAL:	23.91 *	
	2026839542		03/19/12	01	TEEN BOOKS	80-60-001-45450	199.40	
						INVOICE TOTAL:	199.40 *	
	2026842809		03/18/12	01	ADULT FICTION	80-60-001-45100	57.25	
						INVOICE TOTAL:	57.25 *	

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CHECK #	VENDOR #	INVOICE NUMBER	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	ITEM AMT	
10466	9BKTLENT	VOIDED---LEADER CHECK						
	2026843496		03/19/12	01	ADULT FICTION	80-60-001-45100	183.67	
						INVOICE TOTAL:	183.67 *	
	2026850813		03/21/12	01	ADULT FICTION	80-60-001-45100	207.22	
						INVOICE TOTAL:	207.22 *	
	2026852684		03/22/12	01	ADULT FICTION	80-60-001-45100	89.69	
						INVOICE TOTAL:	89.69 *	
	2026857171		03/22/12	01	ADULT FICTION	80-60-001-45100	87.39	
						INVOICE TOTAL:	87.39 *	
	2026863512		03/27/12	01	PICTURE BKS, READRS, HOLIDAY BKS	80-60-001-45410	172.85	
						INVOICE TOTAL:	172.85 *	
	2026863816		03/27/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	397.61	
						INVOICE TOTAL:	397.61 *	
	2026865270		03/28/12	01	LARGE PRINT BOOKS	80-60-001-45110	80.17	
						INVOICE TOTAL:	80.17 *	
	2026867246		03/27/12	01	JUVENILE NON-FICTION	80-60-001-45400	65.01	
						INVOICE TOTAL:	65.01 *	
	2026867317		03/26/12	01	TEEN BOOKS	80-60-001-45450	33.11	
						INVOICE TOTAL:	33.11 *	
	2026867484		03/26/12	01	ADULT FICTION	80-60-001-45100	11.35	
						INVOICE TOTAL:	11.35 *	
	2026873838		03/28/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	182.06	
						INVOICE TOTAL:	182.06 *	
	2026879522		03/29/12	01	ADULT FICTION	80-60-001-45100	44.23	
						INVOICE TOTAL:	44.23 *	



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10467	9BKTLENT	BAKER & TAYLOR ENTERTAINMENT					
	20268830729		03/15/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	280.55
						INVOICE TOTAL:	280.55 *
	5011919901		03/23/12	01	ADULT NON-FICTION BOOKS	80-60-001-45000	15.64
						INVOICE TOTAL:	15.64 *
						CHECK TOTAL:	5,436.84
10468	9DEMCO	DEMCO, INC					
	4530375		03/02/12	01	TECHNICAL SERVICE SUPPLIES	80-60-001-43670	165.07
						INVOICE TOTAL:	165.07 *
	4548637		03/20/12	01	TECHNICAL SERVICE SUPPLIES	80-60-001-43670	139.24
				02	OFFICE SUPPLIES	80-60-001-43550	19.55
				03	TECHNICAL SERVICE SUPPLIES	80-60-001-43670	-50.00
						INVOICE TOTAL:	108.79 *
						CHECK TOTAL:	273.86
10469	9ECOHAND	ECONOMY HANDICRAFTS					
	268503B		02/24/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	80-60-001-43720	16.98
						INVOICE TOTAL:	16.98 *
						CHECK TOTAL:	16.98
10470	9FASTSIL	FASTSIGNS					
	FAS040312		04/03/12	01	MISC EXPENSES	80-60-001-46000	185.59
						INVOICE TOTAL:	185.59 *
						CHECK TOTAL:	185.59
10471	9INGRAM	INGRAM LIBRARY SERVICES					

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10471	9INGRAM	INGRAM LIBRARY SERVICES							
	03939347		03/16/12	01	ADULT FICTION BOOKS	80-60-001-45100	11.27		
							INVOICE TOTAL:	11.27 *	
	03984136		03/20/12	01	ADULT FICTION BOOKS	80-60-001-45100	8.97		
							INVOICE TOTAL:	8.97 *	
	04083094		03/27/12	01	ADULT FICTION BOOKS	80-60-001-45100	15.25		
							INVOICE TOTAL:	15.25 *	
	04125158		03/29/12	01	ADULT FICTION BOOKS	80-60-001-45100	15.25		
							INVOICE TOTAL:	15.25 *	
							CHECK TOTAL:	50.74	
10472	9IRELAND	IRELAND HEATING & AIRCONDITION							
	54742		02/24/12	01	BUILDING MAINTENANCE	80-60-001-41000	216.96		
							INVOICE TOTAL:	216.96 *	
	54762		03/01/12	01	BUILDING MAINTENANCE	80-60-001-41000	120.48		
							INVOICE TOTAL:	120.48 *	
	54852		03/22/12	01	BIUILDING MAINTENANCE	80-60-001-41000	145.00		
							INVOICE TOTAL:	145.00 *	
							CHECK TOTAL:	482.44	
10473	9LB VILL	VILLAGE OF LAKE BLUFF							
	MARCH 2012		04/05/12	01	FY12 MEDICAL INS:MAR 12	80-10-301-37100	4,203.10		
				02	FY12 DENTAL INS:MAR 12	80-10-301-37100	249.95		
				03	FY12 LIFE INSURANCE:MAR 12	80-10-301-37100	37.28		
				04	FY12 IMRF 'EE CONTRIB:MAR 12	80-10-301-37100	1,111.25		
				05	FY12 IMRF EMPLOYER CONTR:MAR 12	80-10-301-37100	2,960.86		
							INVOICE TOTAL:	8,562.44 *	
							CHECK TOTAL:	8,562.44	

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10474	9LIBIDEA	LIBRARY IDEAS					
	26225		03/01/12	01	ADULT REFERENCE/E-REFERENCE	80-60-001-45220	2,500.00
						INVOICE TOTAL:	2,500.00 *
						CHECK TOTAL:	2,500.00
10475	9MIDTAPE	MIDWEST TAPE					
	2772049		03/07/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	159.97
						INVOICE TOTAL:	159.97 *
	2778472		03/14/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	74.98
						INVOICE TOTAL:	74.98 *
	2784328		03/21/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	79.98
						INVOICE TOTAL:	79.98 *
	2789505		03/27/12	01	ADULT AUDIO VISUAL MATERIAL	80-60-001-45200	67.98
						INVOICE TOTAL:	67.98 *
						CHECK TOTAL:	382.91
10476	9OPPPFRAN	OPP, FRANCHISING, INC.					
	CHC03121445		03/01/12	01	BUILDING MAINTENANCE:MAR 2012	80-60-001-41000	919.00
						INVOICE TOTAL:	919.00 *
	CHC04121437		04/01/12	01	BUILDING MAINTENANCE:APR 2012	80-60-001-41000	919.00
						INVOICE TOTAL:	919.00 *
						CHECK TOTAL:	1,838.00
10477	9PASKOJA	JACKIE PASKO					
	PAS031412		03/14/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	80-60-001-43720	300.00
						INVOICE TOTAL:	300.00 *
						CHECK TOTAL:	300.00

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10478	9PASKOJA	JACKIE PASKO					
	PAS032112		03/21/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	80-60-001-43720	87.35
						INVOICE TOTAL:	87.35 *
						CHECK TOTAL:	87.35
10479	9PCASH	PETTY CASH					
	03282012		03/28/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	80-60-001-43720	33.62
				02	PICTURE BKS,READRS,HOLIDAY BKS	80-60-001-45410	7.49
				03	POSTAGE	80-60-001-43300	9.57
				04	OFFICE SUPPLIES	80-60-001-43550	25.76
				05	TECHNICAL SRVC SUPPLIES	80-60-001-43670	18.85
				06	CLEANING/GROUNDS SUPPLIES	80-60-001-43660	17.28
				07	BOOK DISCUSSION SNACKS	80-60-001-43700	4.99
						INVOICE TOTAL:	117.56 *
						CHECK TOTAL:	117.56
10480	9PIONEER	PIONEER PRESS					
	PIO022312		02/23/12	01	1 YR RENEWAL: LAKE FORESTER	80-60-001-45500	52.00
						INVOICE TOTAL:	52.00 *
						CHECK TOTAL:	52.00
10481	9RANDOMH	RANDOM HOUSE, INC.					
	1083617101		03/08/12	01	JUVENILE AUDIO VISUAL MATERIAL	80-60-001-45430	211.50
						INVOICE TOTAL:	211.50 *
						CHECK TOTAL:	211.50
10482	9RENAISS	RENAISSANCE COMMUNICATION					
	12-50080		03/08/12	01	BUILDING MAINTENANCE	80-60-001-41000	318.40
						INVOICE TOTAL:	318.40 *

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10482	9RENAISS	RENAISSANCE COMMUNICATION					
	12-50084		02/28/12	01	BUILDING MAINTENANCE	80-60-001-41000	360.00
						INVOICE TOTAL:	360.00 *
						CHECK TOTAL:	678.40
10483	9SHENYUN	SHEN YUN SHOW CHICAGO					
	SHE040312		04/03/12	01	ADULT PROGRAM SUPPLIES	80-60-001-43710	100.00
						INVOICE TOTAL:	100.00 *
						CHECK TOTAL:	100.00
10484	9SHREDIT	SHRED-IT CHICAGO					
	021464268		02/13/12	01	PHOTOCOPIER TONER	80-60-001-41303	40.00
						INVOICE TOTAL:	40.00 *
						CHECK TOTAL:	40.00
10485	9STAPLES	STAPLES BUSINESS ADVANTAGE					
	8021220187		03/03/12	01	OFFICE SUPPLIES	80-60-001-43550	43.91
				02	TECHNICAL SERVICE SUPPLIES	80-60-001-43670	84.66
						INVOICE TOTAL:	128.57 *
	8021405476		03/24/12	01	OFFICE SUPPLIES	80-60-001-43550	192.94
						INVOICE TOTAL:	192.94 *
						CHECK TOTAL:	321.51
10486	9SUN-TIM	SUN-TIME MEDIA					
	0000074861		02/29/12	01	PRINTING & E-PUBLICATIONS	80-60-001-43400	20.00
						INVOICE TOTAL:	20.00 *
						CHECK TOTAL:	20.00

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10487	9THYSSEN	THYSSENKRUPP ELEVATOR CORP.					
	3000130262		03/01/12	01	ELEVATOR MAINTENANCE:MAR 2012	80-60-001-41020	104.19
						INVOICE TOTAL:	104.19 *
	3000145211		04/01/12	01	ELEVATOR MAINTENANCE:APR 2012	80-60-001-41020	104.19
						INVOICE TOTAL:	104.19 *
						CHECK TOTAL:	208.38
10488	9UPSTART	UPSTART					
	4557630		03/28/12	01	CHILDREN/TEEN PROGRAM SUPPLIES	80-60-001-43720	60.05
						INVOICE TOTAL:	60.05 *
						CHECK TOTAL:	60.05
						TOTAL AMOUNT PAID:	23,185.47

10A

PORTABLE AC UNITS & 1 EXHAUST FAN QUOTES--Server Room

Vendor / Quote #	Ireland // Dave #4	Ireland // Dave #5	AA Service // Brock #6	CVI // Rich #7
<b>Project / Scope Quote</b>	Install Braun L300 exhaust fan w/ speed controller, 3.0 sones, 308 cfm. Thermostat, venting.	Install 1 ton Comfort-Aire (PD-121B) dual hose	Install portable 1 ton Friedrich (P12B) dual hose A/C unit with drain to Staff Room sink.	Install Tripp Lite SRCOOL12K 1 ton portable single (exhaust) hose to existing vent.
<b>Quoted Price</b>	\$1,975.00	\$910.00	\$2,298.00	\$1,323.00
Cooling Capacity		12,000 BTU	11,600 BTU /	12,000 BTU / 3.4 kW
Dehumidifier Capacity		101 [?] pts / hour	6 pts / hour	4 pts / hour
Refrigerant / amount	n/a	R410A /	R410A /	R410a / 22 oz.
Air Flow	308 CFM	261 CFM	235 CFM	247 CFM
Sound Level				50 dB
Energy Eff. Rating [EER]			8.87	8.8
Amp.		10.5 Amps	11.5 Amps.	7 amps
Coverage		550 sq.		500 sq.
				1 year warranty
<b>Notes</b>	2 year warranty labor, 1 year parts.		AA has similar system in a home with as many servers as the library. Does not recommend going to a bigger system, as that would be "overkill".	Rich does not feel the need to install an indoor / outdoor unit as the temp. in the Server Room was only 78 D. F. without AC and not 88-degrees. (outside temp was around 84 D.)

10.B

1 AND 2 TON SPLIT AC SYSTEM QUOTES-- Server Room

Vendor / Quote #	Ireland // Dave #4	JP Mechanical // Pete #2	RMC // Chuck #3
<b>Project / Scope Quote</b>	Install Sanyo 1 Ton split-system 11,900 BTU w/ low ambient. Includes indoor & outdoor unit, line set & baffle. (1 ton)	Install Mitsubishi 1 ton split system. Includes wall mounting bracket, condensate pump, low ambient and baffle. (1 ton)	Install Carrier 2 Ton sidewall AC system. Includes indoor and outdoor unit, line set & baffle. (2 ton) 13 SEER efficiency // 17 SEER eff. + \$150)
Quoted Price	\$5,226.00	\$7,621.00	\$5,850 // \$6,000
Additional [estimate]	electrical [\$1,150]	electrical [\$1,150]	electrical [\$1,150]
<b>Total Project Costs (estimate)</b>	<b>[\$6,376]</b>	<b>[\$8,771]</b>	<b>[\$7,000]</b>
<b>Notes</b>	Additional quote for electrical should be obtained, as est. from Ireland was \$700, but that was a guess. <b>2 year warranty labor, 1 year parts.</b>	Pete Sr. indicated proposal would include electrical. Will call and confirm. Only a 30 day warranty labor.	Chuck felt that we could try smaller options, that may or may not work and hence spend more money than necessary.





QUOTES # 1, 4, 5



March 29, 2012

Lake Bluff Public Library  
c/o Lyndy Jensen  
123 E. Scranton Ave  
Lake Bluff, IL 60044

0847-234-2540/C847-436-9898  
ljensen@lakeblufflibrary.org  
Re: Server Room

#5 Option #1 - Installation of Comfort-Aire portable R410a Puron 12,000 BTU air conditioner unit Model PD-121B. Complete and operating ..... \$910.00 \*

#1 Option #2 - Installation of Sanyo ceiling recessed cassette R410a Puron 11,900 BTU air conditioner system Model SA12XLS71# with low ambient. Includes indoor and outdoor unit, refrigeration line set and wind baffle. Complete and operating ..... \$5,226.00 \*

Note: Electric by others.

QUOTE #4 Option #3 - Install Braun L-300 exhaust fan with speed controller, 3.0 Sones, 308 cfm, thermostat, venting and termination. Including electrical piping and wiring ..... \$1,975.00 \*

Option #4 - Install TPI 48" 120v 1500kW electric baseboard heat with single-pole Built-in thermostat for the directors office. Parts = \$210. Labor 1-2 hr ..... approx \$425.00 \*

\*Initial please.

\*All permit fees by others.

All work to be completed in compliance with all local codes and ordinances.

Warranty Policy: Unless specifically stated otherwise in this proposal a limited manufacturer warranty applies to all new Carrier brand equipment. Carrier residential heating and cooling equipment will carry a ten(10) year warranty on all parts. Carrier rooftop heating and cooling equipment will carry a one (1) year warranty on all parts. Warranty does not apply to existing soft solder joint leaks. Parts labor is covered for a period of one year. Carrier indoor air treatment products will carry the applicable manufacturers warranty. All other miscellaneous equipment will carry the applicable manufacturer warranty. All installation labor guaranteed for two (2) years, during normal working hours. The equipment owner is required to perform (and provide documentation upon request) preventative maintenance by a certified Carrier dealer as required by the manufacturer. Lack of preventative maintenance may void the warranty.

If contract includes range venting, this proposal will include up to 12 feet of 6" round piping with termination.

If this contract includes PVC venting in the base price, this proposal will include a maximum of 50 feet of pipe and 6 elbows of manufacturer's specified size.

If this contract includes air conditioning, this proposal will include a maximum of 50 feet. For longer line sets an upgrade in copper tubing size and compatible fittings are required.

Any alteration or deviation from the specifications herein, involving extra cost of labor or materials will only be executed upon written orders and will become an extra charge over and above the sum stated in the contract.

This contractor is not responsible for relocation of any underground utilities, or any utility company charges unless otherwise stated in the contract.

Any or all-salvageable demolition of existing HVAC equipment removed from the structure will become the property of this contractor.

This contractor will not be responsible for the condition of any materials being removed.

This contractor will not be responsible for repairs, patching, painting or decorating of walls, ceilings or floors for damages incurred by installation of new equipment in existing structures. Furthermore, this contractor will not be responsible for damages to hidden electrical wiring and conduit or plumbing pipe in existing structures.

Contractor to leave job site "broom clean". No duct cleaning or installed equipment cleaning is included unless otherwise stated in the contract.

Basic testing and balancing of systems included. No certified testing and balancing of systems is included.

All ductwork in unconditioned areas will be as follows: Main lines will have interior duct lining. All branches will be exteriorly wrapped. Underground ductwork excluded.

No coring or cutting of any concrete, brick, block or masonry is included in this contract.

All insulating and caulking for fire protection of penetrations by others.

Trim package includes basic steel stamped Hart & Cooley registers or 2x2 basic lay-in ceiling vents unless otherwise specified. Upgrades available upon request.



PO Box 1540  
McHenry, IL 60051-9025

Phone 847-514-4153  
Fax 815-385-8069

Lyndy Jensen  
Lake Bluff Public Library  
123 E. Scranton Ave  
Lake Bluff, IL 60044

March 19, 2012

Subject: Library Server Room

Dear Lyndy

J P Mechanical Services, Inc is pleased to submit a quotation to Install New Mitsubishi Ductless split system for library server room

Under this proposal J P Mechanical Services Inc. will perform the following:

- \_ PUY-A12NHA4 1 ton cooling unit outdoor
- \_ PKA-A12HA4 INDOOR UNIT
- \_ Line set, wall mounting bracket, condensate pump, low ambient Baffle

Under this proposal J P Mechanical Services, Inc. has **not** included the following:  
Electrical by others

The work under this proposal will carry our standard Thirty Day Warranty on labor..

The work will be performed during normal working hours, Monday through Friday excluding holidays and weekends.

All of the above work will be performed for the net sum of (\$7621.00).

If you have any questions regarding this proposal please contact me at (847)-514-4153. Your purchase order number or written authorization will allow me to order equipment and material and schedule this work. Thank you for your time and consideration.

Respectfully Submitted,  
J P Mechanical Services, Inc.

Peter V Wintersdorf Jr.

March 8 2012

Lydney Jensen  
Lake Bluff Public Library  
123 E Scranton Ave  
Lake Bluff IL 60044

QUOTE #3

**RE: Data Room Ac**

Provide and install one Carrier 2 ton side wall AC system R410 PURON Freon. Mount unit on side wall. Route line set through hallway and mechanical room to outside wall.

- 13 SEER efficiency
- Wireless remote standard
- Low voltage pulse DC control signal
- User selectable fan speeds (auto, low med., high)
- Indoor unit is powered from the outdoor unit
- Auto restart
- Diagnostics
- Dehumidification mode
- Sleep mode
- Auto swing
- Timer
- Cleanable filters
- Low ambient operation to --20\_F (--28.9\_C) with accessories

Unit 50' line set included.

Wind baffle

Set unit on plastic type of pad outside.

Core holes as needed.

Route condensate to sink adjacent room.

After power is installed by others start up, weigh in refrigerant charge R410A mark system for future service.

Check and adjust controls

**Price for the above \$5850.000**

**Alternate for Panasonic system 2 ton 17 SEER \$6000.00**

**Notes and Exclusions:**

All work to be performed by Journeyman Local 597 Union Pipefitters.

Not included in this proposal is: Any work outside of the above scope and any overtime labor. Electric service, disconnects patching or painting.

QUOTE # 6



10F

February 28th, 2012

Lake Bluff Public Library  
123 E. Scranton Ave  
Lake Bluff, IL 60044

Attn: Lyndy Jensen

**DESCRIPTION OF MECHANICAL WORK**

- Install portable A/C unit to condition the Server room.
- Install condensate pump to the drain

**EQUIPMENT SCHEDULE**

- One (1) Friedrich portable A/C R410A refrigerant.

**WORK & MATERIAL SCHEDULE**

- Removal of old equipment from the premises.
- Installation of all above equipment to manufacturer's specifications.
- Drain condensate to the drain in the other room with the condensate pump.

**WORK DOES NOT INCLUDE**

- Permits or permit fees.
- Roofing, painting or carpentry.

**WARRANTY SCHEDULE**

- AA Service Company will provide a FULL ONE (1) YEAR Parts & Labor Warranty on entire installation.

**PAYMENT SCHEDULE**

- Progress billing.

COST OF ABOVE WORK:        \$ 2,298.00                    yes \_\_\_ no \_\_\_

All material is guaranteed to be as specified. All work to be completed in professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature \_\_\_\_\_  
Brock Hopma

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**ACCEPTANCE OF PROPOSAL** --- The undersigned hereby warrants that he/she is the owner or is an authorized agent of the owner of the premises on which the above work and material is being provided. The undersigned also agrees to pay for such labor and materials in accordance with these terms. Failure to pay in accordance with these terms shall constitute a breach of agreement and AA Service Company shall have available all remedies permitted by law including payment of attorney fees. Failure to pay the entire amount due shall cause Buyer to pay a penalty computed at the rate of 2% per month on the balance commencing 30 days after the installation of projects.

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_  
Signature of Acceptance

QUOTE # 7



**Computer View, Inc.**  
 2035 S Arlington Heights Rd  
 Suite 121  
 Arlington Heights, Illinois 60005  
 United States  
<http://www.cview.net>

**106**

**Quotation**

**Date**  
Mar 27, 2012 11:51 AM CDT

**Doc #**  
200081 - rev 1 of 1

**Description**  
Server Room Supplemental A/C

**SalesRep**  
Poluchowicz, Roxy  
(P) 847-290-9286 ext. 114  
(F) 847-290-9602

**Customer Contact**  
Jensen, Lyndy  
(P) 847-234-2540  
(F) 847-234-2649  
[ljensen@lakeblufflibrary.org](mailto:ljensen@lakeblufflibrary.org)

**Customer**  
 Lake Bluff Public Library (LBL0001)  
 123 E. Scranton Ave.  
 Lake Bluff, Illinois 60044  
 (P) 847-234-2540

**Bill To**  
 Lake Bluff Public Library  
 Jensen, Lyndy  
 123 E. Scranton Ave.  
 Lake Bluff, Illinois 60044  
 (P) 847-234-2540

**Ship To**  
 Lake Bluff Public Library  
 Jensen, Lyndy  
 123 E. Scranton Ave.  
 Lake Bluff, Illinois 60044  
 (P) 847-234-2540

<b>Customer PO:</b> None	<b>Terms:</b> Net 30 Days	<b>Ship Via:</b> UPS Ground
<b>Special Instructions:</b> None		<b>Carrier Account #:</b> None

Item Description	Part #	Qty	Tax	Unit Price	Total
<b>Server Room Supplemental A/C</b>					
1 <u>Tripp Lite SmartRack SRCOOL12K</u> Rack air-conditioning cooling system - for Tripp Lite SRW12; SmartRack SR25, SR42, SR48	SRCOOL12K	1	No	\$674.00	\$674.00
2 Installation/configuration	INST	1	No	\$600.00	\$600.00
				Subtotal:	\$1,274.00
				Tax (0.000%):	\$0.00
				Shipping:	\$49.00
				<b>Total:</b>	<b>\$1,323.00</b>

Thank you for choosing Computer View Inc. Please sign, date and FAX this form to order or submit your order online. The quote is good for 20 days. These prices DO NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.

## April 2012 Director's Report

This has been another incredibly busy month at the Lake Bluff Public Library. With 69,020 recorded visits to the library, we have already had more people in the library than in any previous year. And, with 92,301 checkouts so far this year, we are on pace to break the record of 100,633 set during the 2009-2010 fiscal year. We are planning to give each patron who checks out 10 or more items in the last two weeks of April a fun-size '100 Grand' candy bar. If we break 100,000 checkouts, it will be the third consecutive year we have surpassed that mark.

I was contacted this month by James Powers of the Lake Forest/Lake Bluff Patch.com online news service. He asked me if I would consider blogging for Patch.com, and I was very happy to accept the offer. I made my first contribution on April 5, and hope to be able to make many more.

We've had three new regular volunteers join us over the last month. Abbey Coon and Harrison Freed are doing shelving one day a week, and former staff member Lynn Hurley has volunteered to help with our bi-monthly shelf checks for lost and missing items. I am also excited to report that the two vacant Library Assistant positions have been filled. Valerie Cepa and Sarah Simpson both have prior library experience; they will be starting on April 11 and 12 respectively. We had a large pool of qualified applicants, but I think Valerie and Sarah will prove to be excellent additions to our library family.

The new library card applications went into action on April 1. We have not had any major problems or complaints so far. Carlen worked hard to inform our patrons and train staff before we went live, and I think this has helped make this a smooth transition.

Rummanah, Martha, and Carlen continue to be a dynamic and efficient team in cataloging. I have been very impressed with how well they have kept on top of the annual end of fiscal year materials surge without anything else getting dropped.

I have scheduled performance evaluations for the middle two weeks of April.

### Technology

Following the last board meeting, Lyndy has been obtaining quotes on copiers. We are exploring which option would be the most cost effective for us. Unfortunately,

due to ongoing discussion with one of the vendors, a breakdown of the findings was not available for the board packet. I hope to have it available at the board meeting.

We are also considering a half year renewal on our Integrated Library System (ILS), in order to allow a move to a different vendor sooner than May 2013 if it seems feasible and desirable. Matt had, at the board's request, been working on crafting an RFP for a new ILS before his departure.

### **Children's Department**

We had more entries for the Phyllis Fox Memorial Writing Contest and the Bookmark Design Contest than in any previous year. We received a total of 56 stories and 86 bookmarks from all age groups. Donna and Eliza worked hard to get the word out, and partnered with several Lake Bluff Elementary and Middle School teachers to provide incentives to students. The awards ceremony for both contests will be held Wednesday, May 9 at 7:00pm at the Blair Park Recreation Center.

With the popularity of *The Hunger Games*, the Children's Department held a scavenger hunt based off of the books. It was very successful.

Donna is also starting another book club, for 2<sup>nd</sup> and 3<sup>rd</sup> graders, at the request of a local teacher.

# Monthly Statistics Summary

## March, 2012

12A

### Circulation

#### March

Year	Circulations per Hour	Total
2011-12	36.3	9,400
2010-11	34.6	8,695
2009-10	36.8	9,249

#### Fiscal Year to Date

Total	Percent Change	Adult		Adult Fiction	Adult Non-Fiction	Audio Visual	ILL	
		Adult	Juvenile			Borrowed	Lent	
92,301	0.95%	53,387	33,780	14,834	8,097	34,017	1,550	342
91,434	-0.44%	49,718	34,906	16,684	8,647	33,729	1,633	682
91,838	N/A	46,208	34,357	15,516	8,484	35,113	1,447	709

### User Visits

#### March

Year	Per Hour	Total
2011-12	25.1	6,493
2010-11	21.9	5,504
2009-10	21.5	5,396

#### Fiscal Year to Date

Avg. Per Hour	Total Visits
27.0	69,020
24.2	61,115
24.2	60,651

### Materials Aquired and Withdrawn

#### March

Year	Total	
	Aquired	Withdrawn
2011-12	726	222
2010-11	1,099	587
2009-10	783	770

#### Fiscal Year to Date

Total		Adult		Juvenile		Audio Visual	
Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn	Aquired	Withdrawn
6,609	5,515	4,529	4,212	2,080	1,303	1,154	879
5,629	4,660	2,476	2,980	2,125	914	1,105	622
5,314	9,465	2,798	3,783	1,461	4,939	1,055	743

### Online Access

#### Downloaded Materials

#### March

Year	Downloads	
	Books	Music
2011-12	272	306
2010-11	158	216
2009-10	20	NA.

#### Fiscal Year to Date

Downloads	
Books	Music
2,456	2,425
1,206	1,018
190	NA.

#### Website Usage

#### Fiscal Year to Date

Site Visits	
Unique Visitors	Page Loads
92,814	60,373
103,602	63,552
NA.	NA.





March 19, 2012

Lake Bluff Public Library  
Mr. Eric Bailey  
123 East Scranton Avenue  
Lake Bluff, Illinois 60044

Re: Street Closure Notice - June 1, 2012 for Lake Bluff Twilight Criterium/Block Party

Dear Mr. Eric Bailey

This summer we will have an exciting new professional cycling event in town on Friday, June 1, 2012 – the Lake Bluff Twilight Criterium which will be held in conjunction with the Village Block Party in the Central Business District. The purpose of this letter is to share with you information regarding these upcoming events which will require the temporary closure of your street.

**Bicycle Race**

For those of you unfamiliar with bicycle racing, criteriums are a uniquely American style of bike racing which are really fast and intense. Criteriums are run on a closed-off course often in and around the central business district and are usually a mile or less in circumference. Our race course in Lake Bluff is about three quarters of a mile long (see attached). Set up for the race, including street closures and the placement of straw bales for cyclists' protection, will commence around 10:00 a.m. on Friday, June 1, 2012 with the actual racing to begin at 2:30 p.m. The last race will conclude around 8:00 p.m. A kid's race is also being planned which will be in the early evening.

In order to maintain a safe area for spectators and cyclists, barricades will block critical intersections around the racecourse and corner marshals will supervise other portions of the racecourse. While the streets along the racecourse will be closed during set up and while racing is going on, pedestrians will be allowed to cross the race course when it is deemed safe by the race marshals and the streets will be re-opened immediately following the final race.

**Block Party**

Just as last year the Block Party will be from 4:00 p.m. to 11:00 p.m. and will include live music, local restaurants, beer, wine, soda and activities for kids of all ages. In order to maintain a safe area for the Block Party and orderly traffic circulation, the Village will keep East Center Avenue (from the Lake Bluff Public Safety Building east to Oak Avenue) and East Scranton Avenue from Sheridan Road to Walnut Avenue closed from the end of the bike race until 11:00 p.m. East Center Avenue (between East Scranton Avenue and West Scranton Avenue) will be temporarily closed from approximately 10:00 a.m. until 11:00 p.m. The attached graphic illustrates where and when the planned street closures will take place on June 1, 2012.

We apologize in advance for any inconvenience and hope that, because you will be joining in on the fun with your fellow Lake Bluffers, the temporary closures will be acceptable to you. We will be updating you with more information on these events as we approach June 1<sup>st</sup>.

If you have any questions or concerns, please feel free to contact me at (847) 283-8688.

Sincerely,



William Gallagher  
Chief of Police

Enc.

Diagram of Racecourse

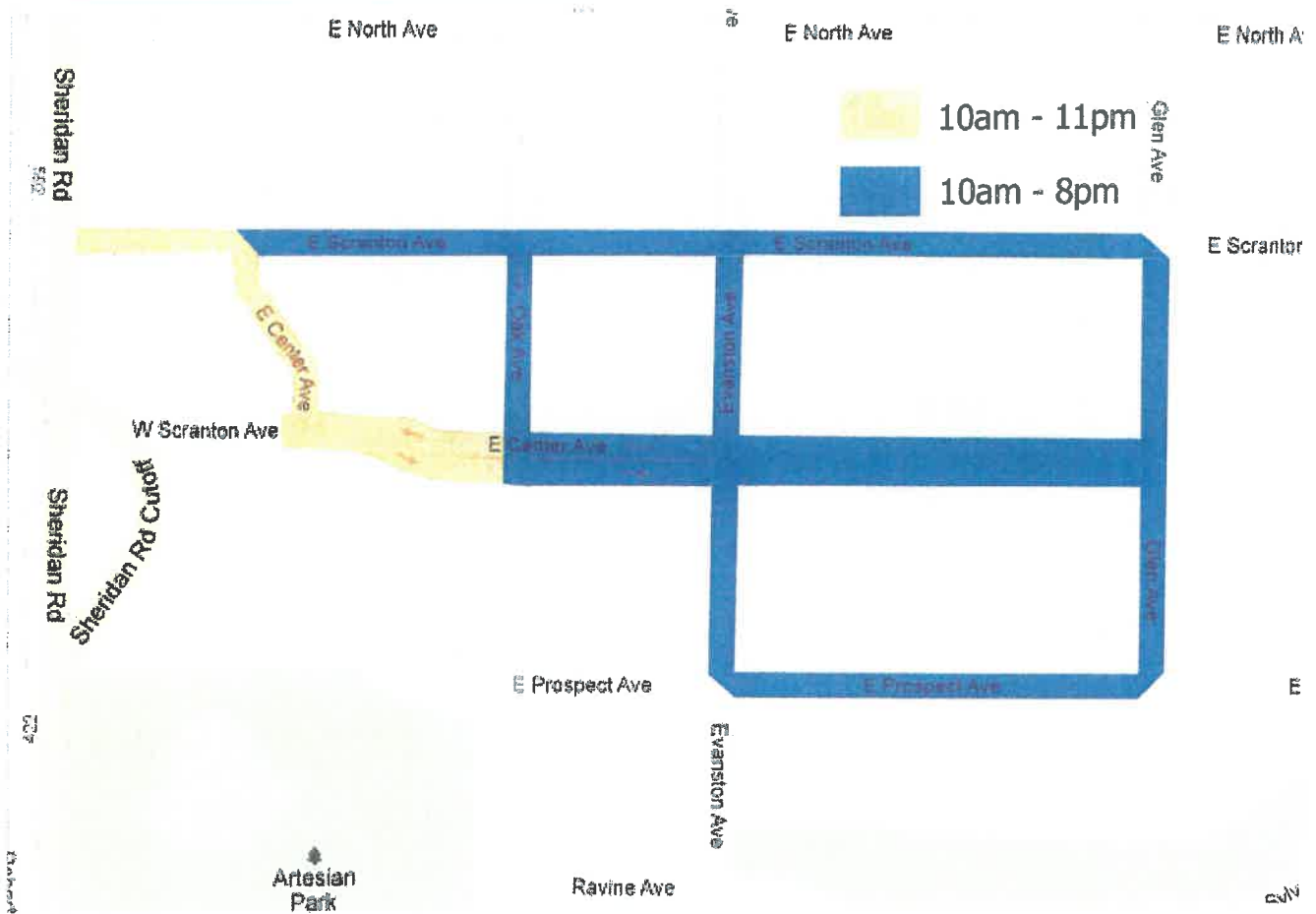


Diagram of Street Closures



# Street Closures

For  
**Bike Race**  
 and  
**Block Party**  
 On June 1, 2012



**THE LIBRARY CORPORATION**

**Invoice**

P.O. Box 1610  
 Inwood, WV 25428  
 Phone: (800) 624-0559  
 (304) 229-0295

Date	Page
Feb 22, 2012	1
Invoice Number	
2012040130	

Territory 98  
 Fed.Tax # 52-1043428

15A

**Sold To:** Eric Bailey  
 Lake Bluff Public Library  
 123 E. Scranton Avenue  
 Lake Bluff, IL 60044

**Ship To:** Lake Bluff Public Library  
 123 E. Scranton Avenue  
 Lake Bluff, IL 60044

Customer No.	Order No.	PO Number	Order Date	Ship Via	Terms
910401	2012040130	RENEWAL	Feb 22, 2012	SH0000	NET

Qty. Ord.	Description	Unit Price	Extended Price
1	SIP COMMUNICATIONS PROTOCOL (APR12-OCT12)	291.67	291.67
1	LIBRARY.SOLUTION SOFTWARE SUPPORT (MAY12-OCT12)	4,272.00	4,272.00
1	OPAC ENRICHMENT RENEWAL (MAY12-OCT12)	1,385.00	1,385.00
2	LIBRARY.SOLUTION LICENSE (AUG12-OCT12)	91.25	182.50

<b>Comments:</b>	Total sales tax	0.00
	Total order	6,131.17

Renewals through 2012-2013.

- 1 - LS2 ECOMMERCE - \$199 due 2/01/2013 through 1/31/2014
- 2 - LS LICENSE (\$365 ea) - \$730 due 8/01/2012 through 7/31/2013
- 1 - OPAC ENRICHMENT - \$2,770 due 5/01/2012 through 4/30/2013
- 1 - LIBRARY.SOLUTION SOFTWARE - \$8,543 due 5/01/2012 through 4/30/2013
- 1 - SIP COMMUNICATIONS SOFTWARE - \$500 due 4/01/2012 through 3/31/13

Total: \$12,742