

## DISTRIBUTION OF MEETING INFORMATION

*Board Meeting Notices* – Wilmette Village Hall & Metra Station.

*Agenda hard copy* – WPLD legal bulletin board. *Agenda email* – all WPLD staff & President of the Friends.

*Agenda & attachments hard copy* – WPLD Reference Desk. *Agenda & attachments electronic copy* – WPLD website.

### WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING AGENDA Tuesday, July 16, 2019 at 7:30 pm in the staff lounge

- I. Call to Order and Roll Call.
- II. June 18, 2019 Minutes of Monthly Board Meeting. **Attachment 1**
- III. June 18, 2019 Minutes of Special Board Meeting (Trustee Orientation). **Attachment 2**
- IV. Presentation. None.
- V. Public Comment. Meeting attendees who wish to address the WPL Board of Trustees do so here.
- VI. Treasurer's Report
  - A. Financial Reports for June. **Attachment 3**
  - B. Check Detail / Bills and Salaries for June. **Attachment 4**
- VII. Action Items.
  - A. Ordinance No. 2019/20-193, Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2019-20 in Tentative Form. Once the tentative ordinance is passed by the WPLD Board, it is sent to the attorney for review. It is then posted on the WPLD legal bulletin board and web page. The final ordinance is on the August agenda as an action item. Trustees conduct a public hearing 15 minutes before the August Board meeting to allow public discussion of the ordinance before finalization. At least 30 days before the hearing, a notice is published in the local newspaper and is posted on the WPLD legal bulletin board and web page, at the Wilmette Metra Station, and at the Wilmette Village Hall. **Attachment 5**
  - B. Ordinance No. 2019/20-194, Amending the Budget and Appropriation Ordinance for Fiscal Year 2018-19. **Attachment 6**
- VIII. Discussion Items. None.
- IX. Director's Report. An update on the outdoor renovation project, community engagement reports, monthly statistics, and other information are included in this section. **Attachment 7**
- X. Committee Reports.
  - A. ILA Representative. Illinois Library Association Newsletters have been emailed to trustees.
  - B. Policy Committee. Trustee McDonald will summarize the July 2, 2019 committee meeting.
  - C. Finance Committee. A committee meeting will be scheduled to discuss and review the levy ordinance.
- XI. Information Items.
  - A. As a requirement of IPLAR, the Illinois Public Library Annual Report, the Board Minutes Audit Committee must review minutes of the FY 2018-19 WPLD Board meetings prior to the August 2019 Board meeting. Trustees Fishman and Riddle are members of the Board Minutes Audit Committee.
  - B. The ILA Annual Conference will be held October 22 – 24, 2019 at the Tinley Park Convention Center in Tinley Park Illinois. Registration is now open. For additional information, please visit the ILA website, [www.ila.org](http://www.ila.org).
  - C. Communication. Articles of interest are included here. Comments from suggestion boxes will be distributed at the meeting. **Attachment 8**

XII. New Business / Old Business.

XIII. Adjournment.

**WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING MINUTES**

**Tuesday, June 18, 2019 at 7:30 pm in the staff lounge**

**PRESENT:** Trustees Barshis, Johnson, McDonald, Riddle, Rodgers, Wolf

**ABSENT:** Trustee Fishman

**VISITORS:** Fouad Egbaria (*Wilmette Beacon*), Georgia Gebhardt (*League of Women Voters-Wilmette*)

- I. Call to Order and Roll Call. President McDonald called the meeting to order at 7:35 pm.
- II. May Monthly Board Meeting Minutes. Trustee Wolf moved to approve the minutes of the May 21, 2019 WPLD Board meeting. Trustee Barshis seconded the motion. Trustee Riddle would like more detail in the meeting minutes.  
Aye – Barshis, Johnson, McDonald, Riddle, Rodgers, Wolf  
Nay – None  
Abstain – None  
Absent – Fishman  
MOTION CARRIED
- III. Presentation. None.
- IV. Public Comment. None.
- V. Treasurer's Report
  - A. Financial Reports for May. Treasurer Rodgers summarized the May financial reports. The two largest sources of General Fund revenue were Real Estate Taxes and Interest. For the eleven months of activity, total General Fund expenditures were 86.72% of budget; the budgeted expenditure rate is 91.66% of budget. There were no unanticipated expenses for the month.
  - B. Bills and Salaries for May. Trustee Rodgers moved to approve the May bills and salaries. Trustee Wolf seconded the motion.  
Aye – Barshis, Johnson, McDonald, Riddle, Rodgers, Wolf  
Nay – None  
Abstain – None  
Absent – Fishman  
MOTION CARRIED
- VI. Action Items.
  - A. Consent in Lieu of Joint Annual Meeting of the Sole Member and the Directors of the WPLD Endowment Fund. Trustees of the Wilmette Public Library District are also officers and directors of the Wilmette Public Library District Endowment Fund. The WPLD Endowment Fund is a legally recognized 501C-3 Not-for-Profit Corporation in Illinois. The consent form designates directors and officers for the Endowment Fund and approves actions and minutes that the directors and officers may have taken for the Endowment Fund. Approval of the consent form replaces the need to have an annual meeting for the Endowment Fund. President McDonald explained the purpose of the fund. Trustee Rodgers moved to approve the Consent in Lieu of Joint Annual Meeting of the Sole Member and the Directors of the WPL Endowment Fund. Trustee McDonald seconded the motion. Summary of discussion: Trustee Rodgers responded to trustee Johnson's query about whether the \$37,679.06 in the WPLD Endowment Fund could be transferred to the WPLD General Fund. Trustee Johnson then requested that Director Auston determine what to do with the WPLD Endowment Fund. This topic will be discussed at a future Finance Committee meeting.  
Aye – Barshis, Johnson, McDonald, Riddle, Rodgers, Wolf  
Nay – None  
Abstain – None  
Absent – Fishman  
MOTION CARRIED. *A copy of the form is attached. The original form signed by all trustees present at the meeting will be placed in the Endowment Fund file.*

B. WPLD Annual Budget for Fiscal Year 2019-20 (07.01.19 – 06.30.20). The Finance Committee met on June 11, 2019 to review a draft of the budget. Finance Committee members are Trustees Rodgers (committee chair), Johnson, and McDonald. Trustees Rodgers, McDonald, Barshis, and Riddle, Library Director Auston, and Business Manager Barbara Griffiths attended the meeting. Trustee Rodgers summarized the meeting and stated that the Finance Committee recommends approval of the FY 2019-20 budget as presented in Attachment 5 of the agenda binders. The budget includes a 3% cost of living adjustment for salaries of WPLD staff members. Trustee Rodgers moved to accept the Finance Committee recommendation to approve the WPLD annual budget for FY 2019-20. Trustee Barshis seconded the motion. Summary of discussion: At the request of Trustee Johnson, Director Auston explained the proposed staff salary adjustments; information regarding this topic had been presented and discussed at previous Finance Committee meetings. Trustee Johnson expressed concern about the variance between actual and budgeted expenditure amounts. Trustees McDonald, Riddle, and Rodgers discussed the need to have budgeted figures that are close to actual expenditures but that also allow for unexpected expenses. Trustee Johnson stated that at the end of the fiscal year, he would like the Library to reduce or eliminate the amount transferred from the General Fund to the Special Reserve Fund.

Aye – Barshis, McDonald, Riddle, Rodgers, Wolf

Nay – Johnson

Abstain – None

Absent – Fishman

MOTION CARRIED

C. Resolution No. 2018/19-201, Amending a Plan and Estimating Costs. This resolution which outlines potential long-range capital fund expenditures in the Special Reserve Fund was presented in Attachment 6 of agenda binders. Director Auston reviewed each item in the resolution. Trustee Rodgers stated that the Finance Committee discussed the resolution at the June 11, 2019 meeting and recommended its approval. Trustee McDonald moved to approve Resolution No. 2018/19-201, Amending a Plan and Estimating Costs. Trustee Wolf seconded the motion. Summary of discussion: Trustee Johnson questioned the origin of the costs included in the resolution line items. Trustee Rodgers cited the authority of past resolutions from previous administrations and cost estimates provided by current and previous contractors, as well as architectural reports including the 2018 Capital Needs Assessment. Trustee Johnson requested that a third party justify the cost estimates. Trustees McDonald and Wolf expressed concern that the additional time and expense required to research estimated project expenditures was not exhibiting fiscal responsibility; they stated that the resolution as presented provides best estimates based upon available information. Trustee Riddle suggested prioritizing the projects. Trustees discussed specific projects that were mentioned in the resolution.

Aye – Barshis, McDonald, Rodgers, Wolf

Nay – Johnson, Riddle

Abstain – None

Absent – Fishman

MOTION CARRIED. *The resolution is attached.*

## VII. Discussion Items.

A. Village Proposal for Storm Water Sewer Usage Fee. The Village of Wilmette discussed this topic at their Committee of the Whole meeting on June 13, 2019 meeting. Trustee Barshis attended the meeting and provided a summary for trustees. The purpose of meeting was to compare two funding proposals: one of which would increase storm water sewer fee costs over three years, and the other of which would charge the storm water fee separately for all residential and non-residential properties. Trustees discussed the impact of the proposals on Library expenditures and mentioned the relatively small footprint of the Library and the permeable pavers used in the Library parking lot. Trustee Barshis stressed the importance of attending meetings regarding this topic. WPL will monitor the initiative and respond if agreed by the trustees when the usage fee proposal is finalized.

VIII. Director's Report. An update on the outdoor renovation project, community engagement reports, monthly statistics, and other information were included in Attachment 7 of agenda binders. Director Auston reviewed the report, provided additional information on the outdoor renovation project, and summarized staff updates to the WPLD Strategic Plan. Trustees commented on various aspects of the report.



IX. Committee Reports.

- A. ILA Representative. Illinois Library Association Newsletters have been emailed to trustees. Trustee Barshis reviewed these newsletters and legislative activity affecting libraries.
- B. Policy Committee. All members of the Policy Committee, trustee McDonald (chair), Rodgers, and Wolf, attended the June 3, 2019 meeting. Trustee Barshis and Director Auston also attended. Trustee McDonald summarized the meeting. The committee will reconvene on July 2 to continue the review of Library policies. Trustee McDonald stated that all trustees are encouraged to attend all committee meetings.
- C. Finance Committee. Chair Rodgers summarized the most recent meeting of the Finance Committee in VI-B.
- D. Assign Board Committees and Committee Members. President McDonald reviewed committee assignments as presented in Attachment 8 of agenda binders and answered trustee questions. The Board President is an ex-officio member of all committees. In order for a committee to meet, a quorum of committee members must be physically present at the meeting. A quorum consists of the majority of committee members.

X. Information Items.

- A. Summer Sunday hours began June 16, 2019. WPL will be open 1pm to 5pm on Sundays until August 25, 2019.
- B. For Independence Day, WPL will close Wednesday, July 3 at 5 pm and be closed all day Thursday, July 4.
- C. As a requirement of IPLAR, the Illinois Public Library Annual Report, the Board Minutes Audit Committee must review the FY 2018-19 minutes of the WPLD Board of Trustees meetings. This review should occur prior to the August 2019 WPLD Board of Trustees meeting.
- D. The ILA Annual Conference will be held October 22 – 24, 2019 at the Tinley Park Convention Center in Tinley Park, Illinois. Registration is now open. For additional information, please visit the ILA website, [www.ila.org](http://www.ila.org).
- E. Communication. Trustees reviewed communication presented in Attachment 9 of agenda binders. Patron comments were distributed at the meeting.

XI. New Business / Old Business.

- A. Kenilworth Public Library District (KPLD) Proposal for Book Drop Service. Director Auston summarized the proposal and distributed relevant information. He has discussed the proposal and the location of the book drop with the Kenilworth Village Manager and Kenilworth Park District. With funding from donors, KPLD would pay for the drop box and contract with WPL to maintain regular service for the box. Trustee Johnson stated that the Advocacy and Partners Committee of the WPLD Board of Trustees could meet with relevant parties to discuss the proposal.

Trustees decided to convene the Closed Meeting to perform the annual review of the Director's performance and to review minutes from previous closed/confidential meetings in compliance with 5 ILCS 120/2.06(d) and 5 ILCS 120/2c(1) of the Illinois Open Meetings Act on Monday, June 24, 2019 at 10:00 am.

XII. Adjournment. Trustee Wolf moved adjournment of the meeting. Trustee Barshis seconded the motion.

Aye – Barshis, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent – Fishman

MOTION CARRIED. The meeting adjourned at 9:58 pm.

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President or President pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District, Cook County, IL

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Secretary or Secretary pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District, Cook County, IL

CONSENT IN LIEU OF JOINT ANNUAL MEETING  
OF THE SOLE MEMBER AND THE DIRECTORS OF  
WILMETTE PUBLIC LIBRARY DISTRICT ENDOWMENT FUND

The undersigned, being the sole member and the directors of the above corporation, a corporation duly organized and legally existing under the laws of the State of Illinois (the "Corporation"), do hereby, pursuant to the Illinois General Not for Profit Corporation Act and pursuant to the bylaws of the Corporation, give their consent to the taking of the following action:

1. The following resolution, electing directors of the Corporation, is hereby adopted:

RESOLVED, that the following persons are duly nominated and elected as directors of the Corporation, to serve until the next annual meeting of the sole member, until their respective successors are elected and have qualified, or until their resignations:

Jan Barshis, Joan Fishman, Dan Johnson, Lisa McDonald, Fina Riddle, Ronald Rodgers, Stuart Wolf.

2. The following resolution, electing officers of the Corporation, is hereby adopted:

RESOLVED, that the following persons are duly nominated and elected to the offices set before their respective names, to serve until the next annual meeting of the directors, until their respective successors are elected and shall have qualified, or until their resignations:

President Lisa McDonald

Secretary Jan Barshis

Treasurer Ronald Rodgers

3. The following resolutions, approving minutes of past meetings of the sole member and directors and past actions of the directors and officers of the Corporation, are hereby adopted:

RESOLVED, that the minutes of all of the meetings of the sole member and directors, and all consents in lieu of such meetings held or approved since the initial meeting of the directors, be and the same hereby are ratified, confirmed and approved as written; and

FURTHER RESOLVED, that all actions taken by the directors and officers of the Corporation since its incorporation be and the same hereby are ratified, confirmed and approved.

The original of this consent, after execution by each of the undersigned sole member and directors, shall be filed in the appropriate order in the Minutes Book of the Corporation.

Dated: June 18, 2019

WILMETTE PUBLIC LIBRARY DISTRICT, sole member

By:  
Jan Barshis, director



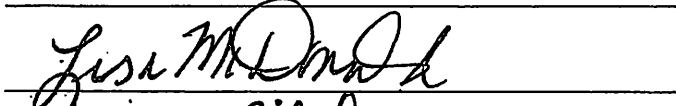
Joan Fishman, director

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Dan Johnson, director

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Lisa McDonald, director



Fina Riddle, director



Ronald Rodgers, director



Stuart Wolf, director





THE BOARD OF LIBRARY TRUSTEES OF THE WILMETTE PUBLIC LIBRARY DISTRICT  
COOK COUNTY, ILLINOIS

RESOLUTION NO. 2018/19-201

RESOLUTION AMENDING A PLAN AND ESTIMATING COSTS

WHEREAS, on July 8, 1975, this Board established a reserve for the purpose of erecting a library building, purchasing a site therefore, and furnishing necessary equipment and materials, as evidenced by Ordinance No. 1975/6-2; and has from time to time provided accumulations of finances pursuant to said special reserve fund ordinance; and

WHEREAS, on August 21, 1990, this Board passed Resolution No. 1990/91-64, Resolution Developing and Preparing a Plan and Estimating Costs, which provided for a plan consisting of three parts detailed in Attachments A, B, and C to that Resolution; and

WHEREAS, on August 20, 1991, this Board passed Resolution No. 1991/92-67, Resolution Amending a Plan and Estimating Costs, which amended the plan by adding a fourth part detailed in an Attachment D;

WHEREAS, on July 21, 1992, on July 20, 1993, on April 26, 1994, on September 16, 1997, and on March 17, 1998 this Board passed amendments to Attachment C;

WHEREAS, the Board has determined that all four attachments (A, B, C, and D) can be replaced by a new Attachment A, which deals with remodeling, repairing, or improving the existing library building and purchasing necessary equipment;

NOW, THEREFORE, BE IT RESOLVED that the amended plan and the corresponding estimate of costs are hereby amended to consist solely of a new Attachment A. This plan as amended constitutes the official plan of this Library District. This Resolution shall be in full force and effect from and after its passage and approval, and should any part of this Resolution be adjudged invalid or unconstitutional, such adjudication will affect only that part of this act specifically covered thereby, and shall not affect any other provisions or parts of this Resolution.

PASSED by the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois, on June 18, 2019 by vote of:

AYES - Barshis, McDonald, Rodgers, Wolf

NAYS - Johnson, Riddle

ABSTAIN - None

PRESENT - None

ABSENT OR NOT VOTING - Fishman

APPROVED:

Lisa James McDonald  
President or President pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District, Cook County, IL

ATTEST:

Jan B. Barshis  
Secretary or Secretary pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District, Cook County, IL

RESOLUTION NO. 2018/19-201 AMENDING A PLAN AND ESTIMATING COSTS

**ATTACHMENT A**

**A Plan for Remodeling, Repairing and/or Improving the Existing Library Building  
and Purchasing Necessary Equipment and Estimating Costs for the  
Wilmette Public Library District, Cook County, Illinois**

The Wilmette Public Library District shall accumulate a fund to remodel, repair and/or improve the existing library building and purchase necessary equipment, including but not limited to, the following:

- A. Expand and upgrade library's computer network, including but not limited to, fiber optic connectivity, wifi access, replacing obsolete servers, upgrading computers and peripherals and other equipment to be technologically current and effective information resource.  
(Estimated cost \$300,000)
- B. Update, provision, install, and maintain the integrated automated materials handling system, either independently or as part of the Cooperative Computer Systems (CCS) consortium, including the cost of tagging the collection with RFID technology.  
(Estimated cost \$300,000)
- C. Implement improvements to the building including but not limited to, HVAC, security systems, lighting electrical, galvanized plumbing, new or upgraded elevators, and purchasing necessary equipment based upon the FQC capital needs assessment report and unexpected maintenance needs.  
(Estimated cost \$400,000)
- D. Replace and/or update furnishings to address environmental, ergonomic, safety and/or programming concerns, including but not limited to, floors and carpeting, lighting, staff work stations and/or public areas.  
(Estimated cost \$300,000)
- E. Modify building entrances/exits to adapt to parking/traffic flow changes or safety concerns, including modifications potentially to add off-site services for patron use.  
(Estimated cost \$300,000)
- F. Improve interior and exterior wayfinding, signage, and communications.  
(Estimated cost \$100,000)
- G. Upgrade and/or improve landscape and hardscape on library property to address safety, environmental, or aesthetic concerns, including but not limited to, replacing public walkways.  
(Estimated cost \$1,000,000 - including FY 18-19 Outdoor Renovation Project at approximately \$875,000)
- H. Expand, upgrade, and/or maintain library parking areas, including permeable pavers.  
(Estimated cost \$300,000)
- I. Renovate the library's interior space (including the lower level) and/or structure to improve access, utility, and to include features to comply with ADA and Village codes, to undergo any necessary abatement, and to create an interior master plan.  
(Estimated cost \$3,000,000)

**WILMETTE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES SPECIAL MEETING MINUTES  
Tuesday, June 18, 2019 at 6:00 pm in the Staff Lounge**

BOARD MEMBERS PRESENT: Barshis, Johnson, McDonald, Riddle, Rodgers, Wolf

BOARD MEMBERS ABSENT: Fishman

STAFF PRESENT: WPLD Director Anthony Auston

OTHERS PRESENT: Roger Ritzman (attorney for WPLD), Fouad Egbaria (*Wilmette Beacon*), Georgia Gebhardt (League of Women Voters – Wilmette)

**Meeting Notice.** An Open Meeting Notice was posted at the Wilmette Village Hall, at the Metra Station, on the WPLD website, and on the WPLD bulletin board at least two day before the meeting.

**Registration Form.** Meeting visitors were asked to sign the Visitor/Public Comment Registration Form.

**Meeting Purpose.** The purpose was to provide trustee orientation and to review Board governance procedures.

**Call to Order and Roll Call.** The meeting was called to order at 6:05 pm and the roll was taken.

**Public Comment.** Meeting visitors were given time to address the committee. There were no comments.

**Meeting Presentation.** Roger Ritzman of the law offices of Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd. and attorney for the Wilmette Public Library District, distributed the agenda for the Special Meeting and section 5 ILCS 120/2 of the Illinois Open Meetings Act. All material distributed at the meeting is attached to these minutes.

**Trustee Comments and Questions.** Attorney Ritzman answered trustee questions regarding the topics discussed at the meeting.

**Adjourn Special Meeting.** Trustee Johnson moved to adjourn the meeting. Trustee Wolf seconded the motion.

Aye – Barshis, Johnson, McDonald, Riddle, Rodgers, Wolf

Nay – None

Abstain – None

Absent – Fishman

**MOTION CARRIED.** The meeting adjourned at 7:30 pm and was video recorded.

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President or President pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District,  
Cook County, IL

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Secretary or Secretary pro-tem  
Board of Library Trustees of the  
Wilmette Public Library District,  
Cook County, IL

**Attached.** Meeting agenda and section 5 ILCS 120/2 of the Illinois Open Meetings Act provided by Attorney Ritzman.

Wilmette Public Library District  
1242 Wilmette Avenue, Wilmette, IL 60091

**Trustee Orientation**  
**June 18, 2019**

- I. Open Meetings Act
  - A. Board and Committees – Agenda and Minutes
  - B. Final Action/Agenda Item/Discussion
  - C. Closed Session Exceptions (see attached)
  - D. Discussions Between/Among Trustees – email/a void “reply all”/contemporaneous communications/FOIA vs. OMA
  - E. Review by Public Access Counselor – search of personal devices for documents
  - F. Public Comment
- II. Freedom of Information Act
  - A. Request for Public Documents/Reasons/Residents Only
  - B. FOIA Officer(s)
  - C. Scope of Public Documents/email/texts/personal devices
  - D. Exceptions to Disclosure
  - E. Review by Public Access Counselor
- III. Finances
  - A. Levy Ordinance & Tax Collection Process
  - B. Tax Cap/PTELL – limited increase in revenue per CPI
  - C. Truth in Taxation Act – 5% Rule – Public Hearing – Black Border Notice – 4.99% strategy
  - D. Budget & Appropriation Ordinance (B & A) – authorization to spend
  - E. Public Hearing – B & A
  - F. Importance of operating reserve funds/6 months? 12 months?
  - G. Special Reserve Fund/authorized accumulation of funds

IV. Miscellaneous

- A. Board and Director relationship/roles/micromanagement/respect chain of command
- B. Board delegation of authority, e.g., patron suspension
- C. Board – Attorney Relationship

Roger A. Ritzman  
PEREGRINE, STIME, NEWMAN, RITZMAN & BRUCKNER, LTD.  
221 E. Illinois Street  
Wheaton, IL 60187-0564  
Phone: (630) 665-1900  
Facsimile: (630) 665-0407  
Email: rritzman@psnrb.com  
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the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

(4) Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-judicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning.

(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

(6) The setting of a price for sale or lease of property owned by the public body.

(7) The sale or purchase of securities, investments, or investment contracts. This exception shall not apply to the investment of assets or income of funds deposited into the Illinois Prepaid Tuition Trust Fund.

(8) Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

(9) Student disciplinary cases.

(10) The placement of individual students in special education programs and other matters relating to individual students.

(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

(12) The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act,<sup>1</sup> if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member.

(13) Conciliation of complaints of discrimination in the sale or rental of housing, when closed meetings are authorized by the law or ordinance prescribing fair housing practices and creating a commission or administrative agency for their enforcement.

(14) Informant sources, the hiring or assignment of undercover personnel or equipment, or ongoing, prior or future criminal investigations, when discussed by a public body with criminal investigatory responsibilities.

## 120/2. Open meetings

### § 2. Open meetings.

(a) Openness required. All meetings of public bodies shall be open to the public unless excepted in subsection (c) and closed in accordance with Section 2a.

(b) Construction of exceptions. The exceptions contained in subsection (c) are in derogation of the requirement that public bodies meet in the open, and therefore, the exceptions are to be strictly construed, extending only to subjects clearly within their scope. The exceptions authorize but do not require the holding of a closed meeting to discuss a subject included within an enumerated exception.

(c) Exceptions. A public body may hold closed meetings to consider the following subjects:

(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of



- (15) Professional ethics or performance when considered by an advisory body appointed to advise a licensing or regulatory agency on matters germane to the advisory body's field of competence.
- (16) Self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.
- (17) The recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body.
- (18) Deliberations for decisions of the Prisoner Review Board.
- (19) Review or discussion of applications received under the Experimental Organ Transplantation Procedures Act. <sup>2</sup>
- (20) The classification and discussion of matters classified as confidential or continued confidential by the State Government Suggestion Award Board.
- (21) 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.
- (22) Deliberations for decisions of the State Emergency Medical Services Disciplinary Review Board.
- (23) The operation by a municipality of a municipal utility or the operation of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies.
- (24) Meetings of a residential health care facility resident sexual assault and death review team or the Executive Council under the Abuse Prevention Review Team Act.
- (25) Meetings of an independent team of experts under Brian's Law.
- (26) Meetings of a mortality review team appointed under the Department of Juvenile Justice Mortality Review Team Act.
- (27) (Blank).
- (28) Correspondence and records (i) that may not be disclosed under Section 11-9 of the Public Aid Code or (ii) that pertain to appeals under Section 11-8 of the Public Aid Code.
- (29) Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America.
- (30) Those meetings or portions of meetings of a fatality review team or the Illinois Fatality Review Team Advisory Council during which a review of the death of an eligible adult in which abuse or neglect is suspected, alleged, or substantiated is conducted pursuant to Section 15 of the Adult Protective Services Act.
- (31) Meetings and deliberations for decisions of the Concealed Carry Licensing Review Board under the Firearm Concealed Carry Act.
- (32) Meetings between the Regional Transportation Authority Board and its Service Boards when the discussion involves review by the Regional Transportation Authority

Board of employment contracts under Section 28d of the Metropolitan Transit Authority Act and Sections 3A.18 and 3B.26 of the Regional Transportation Authority Act.

(d) Definitions. For purposes of this Section:

"Employee" means a person employed by a public body whose relationship with the public body constitutes an employer-employee relationship under the usual common law rules, and who is not an independent contractor.

"Public office" means a position created by or under the Constitution or laws of this State, the occupant of which is charged with the exercise of some portion of the sovereign power of this State. The term "public office" shall include members of the public body, but it shall not include organizational positions filled by members thereof, whether established by law or by a public body itself, that exist to assist the body in the conduct of its business.

"Quasi-adjudicative body" means an administrative body charged by law or ordinance with the responsibility to conduct hearings, receive evidence or testimony and make determinations based thereon, but does not include local electoral boards when such bodies are considering petition challenges.

(e) Final action. No final action may be taken at a closed meeting. Final action shall be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted.

**Wilmette Public Library**  
**Notes on Financial Reports for June 2019**

**Revenue Report**

During June, WPL received \$49,126.19 from Kenilworth Public Library, \$15,235.17 in General Fund Interest, \$5,866.36 in Miscellaneous Income, and \$3,512.30 in Gifts/Donations.

**Expenditure Report**

Total General Fund expenses at 95.13% are slightly less than the expected twelve-month rate of 100.00%.

Several accounts finished the Fiscal Year ahead of the twelve-month rate; some are close to the full year budget amount or just past 100%. Account 50500 (Books) is at 105.3% due to purchases for e-books and e-subscriptions. Account 58500 (Friends Purchases) is over budget due to the timing of purchases for Summer Reading Club items. Account 66000 (Insurance – Employee) is at 110.11% due to more staff opting for family and dependent coverage during the year. Account 67000 (Employee Paid Expenses) is at 117.93% of budget; this account reflects payments for employee-funded expenses such as FSA and Dependent Care FSA payments, and the expenses are completely offset by paycheck deductions, which are recorded as income in account 47000 (Miscellaneous Income.) Accounts 70400 (Copiers), 70600 (Postage/Shipping), 74150 (Equipment/Computer Maintenance), 76200 (Building Supplies), and 76450 (Parking Lot Rent) all reflect more use of resources than expected.

**Check Detail, June 1 - 30, 2019**

The largest General Fund checks were written to Wellness Insurance Network (\$47,269.12), Computer View (\$15,675.00), Overdrive (\$14,411.67), Krueger International, Inc. (\$11,442.12), Chase Card Services (\$9,487.21), Tovar Landscaping (\$8,750.00), Baker Taylor (\$8,368.03, \$8,138.31, \$8,681.28), Cooperative Computer Services (\$7,539.37), and Midwest Tape (\$5,802.45).

Checks paid from the BE Fund were written to Shales McNutt Construction (\$153,652.80, \$144,434.25), Teska Associates, Inc. (\$10,482.80, \$2,416.00), and Rubino Engineering (\$5,037.00).

The total amount in this report represents the expenses paid by check and does not include expenses paid by electronic transfer of funds, such as the bi-weekly payroll (6/7/19 for \$124,520.57, and 6/21/19 for \$123,680.59).

**Certificate of Deposit Activity**

Of the \$15,235.17 in General Fund interest received during June, \$11,649.23 was earned by the funds invested in the GF Certificates of Deposit.

Wilmette Public Library  
Statement of Assets, Liabilities and Fund Balances  
As of June 30, 2019

	June 30, 2019
<b>ASSETS</b>	
<b>Current Assets</b>	
10001 · Deposit Account	1,658,239.69
10005 · Rutherford Trust Funds	166,062.86
10010 · Pvt Bk MM Account - GF	1,747.08
10100 · Operating Checking	492,726.58
10200 · Payroll Checking	51,475.94
10300 · HRA & FSA Checking	7,102.72
10610 · B/E MMF	342,431.12
10710 · Endowment MMF	37,726.76
10810 · Illinois Funds	55,714.43
10900 · Fifth Third Securities	52,311.36
11000 · CD's General Fund Total	7,232,103.56
16000 · CD's B/E Fund Total	5,322,629.83
<b>TOTAL ASSETS</b>	<b>15,420,271.93</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
30000 · Beginning Fund Balances	
30010 · General Fund Balance	8,958,617.00
30020 · IMRF Fund Balance	438,048.00
30030 · Audit Fund Balance	7,095.00
30040 · Liability Fund Balance	38,231.00
30060 · B/E Fund Balance	5,785,985.00
30070 · Endowment Fund Balance	37,245.00
30080 · Specific Programs	183,147.00
30000 · Beginning Fund Balances	15,448,368.00
Net Income	(28,093.07)
<b>Total Equity</b>	<b>15,420,274.93</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>15,420,274.93</b>

Wilmette Public Library  
 Revenue Actual vs June 2019  
 ( 100.00% of Budget Year Completed)

	<u>Current Month</u>	<u>July 2018- June 2019</u>	<u>FY 2018-19 Budget</u>	<u>\$ Over(Under) Budget</u>	<u>% of Budget</u>
<b>INCOME</b>					
* 43010 · GF Interest	15,235.17	163,474.27	90,000.00	73,474.27	181.64%
44100 · Replacement Taxes	0.00	50,594.64	45,000.00	5,594.64	112.43%
44200 · Kenilworth	49,126.19	198,451.76	190,123.00	8,328.76	104.38%
45000 · Grants	0.00	33,858.75	68,859.00	(35,000.25)	49.17%
46100 · Fines	1,899.63	23,257.36	35,000.00	(11,742.64)	66.45%
46200 · Lost Materials	852.25	7,951.86	9,500.00	(1,548.14)	83.7%
46400 · Service Fees	43.06	803.25	50.00	753.25	1,606.5%
47000 · Miscellaneous Income	5,866.36	47,495.68	35,000.00	12,495.68	135.7%
47100 · Copier Receipts	979.72	12,909.73	12,500.00	409.73	103.28%
47200 · Room Rental	270.00	4,145.00	5,000.00	(855.00)	82.9%
48000 · Gifts/Donations	3,512.30	32,737.36	50,800.00	(18,062.64)	64.44%
<b>INCOME SUB-TOTAL</b>	<u>77,784.68</u>	<u>575,679.66</u>	<u>541,832.00</u>	<u>33,847.66</u>	<u>106.25%</u>
41010 · GF Taxes	0.00	5,265,528.42	5,308,603.00	(43,074.58)	99.19%
<b>TOTAL INCOME</b>	<u>77,784.68</u>	<u>5,841,208.08</u>	<u>5,850,435.00</u>	<u>(9,226.92)</u>	<u>99.84%</u>

\* In order to compare with annual budget, figures include only GF interest, not SS/IMRF, B/E, or Endowment interest.

\*\* In order to compare with annual budget, figures include only GF taxes, not SS/IMRF, Audit, or Liability taxes.

**WPL Expenditure Actual vs. Budget**  
**June, 2019**  
**(100.00% of Budget Year Completed )**

	Current Month	July 2018 - June 2019	FY 2018-19 Budget	\$ Over(Under) Budget	% of Budget
<b>EXPENSE</b>					
50100 · Books	38,827.47	280,418.20	257,000.00	3,418.20	101.33%
50200 · Continuations	2,625.26	45,654.52	48,500.00	(2,845.48)	94.13%
50250 · Library of Things	2,482.07	5,728.15	8,000.00	(2,271.85)	71.60%
* 50300 · Audio Visual Materials	9,272.20	101,710.78	115,000.00	(13,289.22)	88.44%
50400 · Periodicals	293.95	42,472.68	58,500.00	(16,027.32)	72.60%
* 50500 · Electronic Resources	31,458.83	499,979.31	475,000.00	24,979.31	105.26%
50700 · Programming	6,838.81	49,323.06	56,000.00	(6,676.94)	88.08%
50810 · ILL Expense	0.00	1,145.05	1,200.00	(54.95)	95.42%
52000 · Newsletter	3,398.12	27,491.18	40,000.00	(12,508.82)	68.73%
53000 · Promotion	4,816.11	11,341.79	20,000.00	(8,658.21)	56.71%
54000 · Grant Expense	0.00	1,200.00		1,200.00	
56000 · Rutherford Trust Expenditures	1,247.30	7,293.24	9,000.00	(1,706.76)	81.04%
** 58600 · Friends Purchases	8,576.72	36,581.93	30,800.00	5,781.93	118.77%
61000 · Personnel	230,879.01	2,990,134.62	3,118,541.00	(128,406.38)	95.88%
62000 · Professional Memberships	654.00	6,195.00	6,500.00	(305.00)	95.31%
63000 · Registrations	74.00	6,042.00	8,000.00	(1,958.00)	75.53%
64000 · Travel/Mileage/Meals	517.04	6,625.43	20,000.00	(13,374.57)	33.13%
65000 · Staff Development	100.00	29,648.91	35,000.00	(5,351.09)	84.71%
66000 · Insurance - Employee	50,174.38	576,182.70	523,300.00	52,882.70	110.11%
67000 · Employee Paid Expenses	1,720.65	29,482.66	25,000.00	4,482.66	117.93%
70100 · Accounting - PR & CrCd fees	879.84	10,478.33	16,000.00	(5,521.67)	65.49%
70200 · Professional Fees	125.25	18,970.86	20,000.00	(1,029.14)	94.85%
70310 · Library Supplies	6,094.66	22,338.18	35,000.00	(12,661.82)	63.82%
70320 · Office Supplies	2,489.39	38,282.67	45,000.00	(6,717.33)	85.07%
70400 · Copiers	4,554.29	30,723.71	28,000.00	2,723.71	109.73%
70500 · Printing	13.17	2,118.14	11,000.00	(8,881.86)	19.26%
70600 · Postage/Shipping	1,827.93	6,509.18	6,000.00	509.18	108.49%
70700 · Telephone	843.21	10,485.04	13,000.00	(2,514.96)	80.65%
74100 · Equipment/Furnishings/Computers	23,424.72	72,376.28	125,000.00	(52,623.72)	57.90%
74150 · Equipment/Computer Maintenance	16,310.00	123,642.11	122,000.00	1,642.11	101.35%
75000 · Insurance - Property/Casualty	0.00	11,000.00	25,000.00	(14,000.00)	44.00%
76100 · Building Improvement	4,992.04	12,150.50	20,000.00	(7,849.50)	60.75%
76200 · Building Supplies	2,706.08	26,431.58	24,000.00	2,431.58	110.13%
76300 · Building Maintenance	0.00	70,739.46	85,000.00	(14,260.54)	83.22%
76350 · Building Maint Contracts	7,836.35	95,983.54	100,000.00	(4,016.46)	95.98%
76400 · Grounds Maintenance	8,804.00	18,377.73	45,000.00	(26,622.27)	40.84%
76450 · Parking Lot Rent	600.00	12,740.00	12,000.00	740.00	106.17%
76800 · Utilities	191.45	17,442.88	21,000.00	(3,557.12)	83.06%
77000 · Sales & Use Tax Expense	0.00	27.00	100.00	(73.00)	27.00%
78000 · Kenilworth Expenses	0.00	64.95		64.95	
<b>TOTAL GENERAL FUND EXPENSE</b>	<b>473,648.10</b>	<b>5,335,533.35</b>	<b>5,608,441.00</b>	<b>(272,907.65)</b>	<b>95.13%</b>
92000 · SS/MRF Fund	33,964.62	471,328.03	468,000.00	3,328.03	100.71%
93000 · Audit Expense	0.00	9,837.00	10,000.00	(163.00)	98.37%
94000 · Liability Fund	345.78	29,774.89	40,000.00	(10,225.11)	74.44%
96000 · B/E Special Reserve Fund	316,022.85	581,039.87	581,039.87	0.00	
97000 · Endowment Fund	14.00	34.00			
<b>TOTAL OTHER FUNDS</b>	<b>350,347.25</b>	<b>1,092,013.79</b>	<b>1,099,039.87</b>	<b>(7,060.08)</b>	<b>99.36%</b>
<b>TOTAL GENERAL &amp; SPECIAL RESERVE</b>	<b>823,995.35</b>	<b>6,427,547.14</b>	<b>6,707,480.87</b>	<b>(279,967.73)</b>	<b>95.83%</b>

\* \$1,000 was moved from acct. 50500 to acct. 50300.

\*\* Friends of the Library increased their 2018-2019 budget by \$2,000.

All CDs Sorted by Maturity  
Date June 30, 2019

Purchase Date	Maturity Date	Bank	CD	CD #	Interest Rate	Amount
<b>General Fund</b>						
July 29, 2017	July 29, 2019	NSCB/Wintrust	GF 17	2733	1.55%	533,344.08
August 23, 2017	August 23, 2019	5/3 Goldman Sachs Bk	GF 10	38148PDN5	1.70%	250,000.00
August 24, 2017	August 26, 2019	5/3 Morgan Stanley Bk	GF 16	61747MYJ4	1.70%	250,000.00
October 18, 2017	October 18, 2019	5/3WEX Bank	GF 8	92937CGAO	1.70%	250,000.00
November 24, 2017	November 24, 2019	NSCB/Wintrust	GF 2	3804744799	1.69%	512,088.46
February 2, 2018	February 2, 2020	NSCB/Wintrust	GF 3	3804991322	2.40%	527,095.77
March 19, 2018	March 19, 2020	NSCB/Wintrust	GF 9	3804889432	2.40%	537,364.88
May 9, 2018	November 9, 2020	5th/3rd Connectone BK	GF 6	18123-0D7C0G	2.75%	250,000.00
May 11, 2018	November 10, 2020	5th/3rd Horizon Bk	GF 7	18123-0D7B1D	2.60%	250,000.00
August 28, 2018	August 28, 2020	5/3 UBS Bk USA	GF 15	90348JDK3	2.80%	250,000.00
August 29, 2018	August 31, 2020	5/3 Bank of Hope	GF 19	062683BM8	2.75%	250,000.00
September 28, 2018	September 28, 2020	5/3 Wells Fargo Bk	GF 21	949763UB0	2.90%	250,000.00
September 28, 2020	September 28, 2020	5/3 Berkshire Bk MA	GF 23	084601QQ9	2.80%	250,000.00
October 5, 2018	October 5, 2020	5/3 Farmers & Merchants BK	GF 20	30856PAY2	2.80%	250,000.00
November 28, 2018	November 30, 2020	5th/3rd Compass Bk	GF 13	20451PVY9	3.10%	250,000.00
December 7, 2018	December 20, 2020	5th/3rd St Bk of India	GF 14	856285MT5	3.15%	250,000.00
February 1, 2019	February 1, 2021	CIBC/Private Bank	GF 12	6920313/1	2.72%	522,026.67
April 15, 2019	April 15, 2021	NSCB/Wintust	GF 1	340182997	2.60%	532,375.01
March 19, 2019	March 19, 2021	NSCB/Wintrust	GF5	64886	2.60%	537,985.38
May 13, 2019	May 13, 2021	CIBC/Private Bank	GF 11	6832170	2.50%	529,823.31
<b>Total GF</b>				<b>Weighted Avg Yield</b>	<b>2.41%</b>	<b>7,232,103.56</b>
<b>B/E Fund</b>						
August 3, 2017	August 9, 2019	5th 3rd Sallie Mae	BE 14	80280JLG4	1.70%	250,000.00
August 22, 2017	August 22, 2019	5/3 American Expr Cent.	BE 2	02587DW61	1.70%	250,000.00
October 15, 2017	October 15, 2019	CIBC/Private Bank	BE 6	96545	1.70%	536,437.71
November 22, 2017	November 22, 2019	5th/3rd Citizens St Bk	BE1	254672WR5	1.75%	250,000.00
November 29, 2017	November 29, 2019	5th/3rd Kennebec Svg Bk	BE 4	33767ARJ2	1.70%	250,000.00
February 22, 2018	February 24, 2020	5/3 Discover Bank	BE13	254673ML7	2.35%	250,000.00
February 21, 2018	February 21, 2020	5/3 First Nat'l Bk Omaha	BE 12	332135HH82	2.30%	75,000.00
March 7, 2018	May 7, 2020	5th 3rd Rockford B&T IL	BE 7	77315PBN1	2.30%	250,000.00
May 12, 2018	May 12, 2020	CIBC/Private Bank	BE 10	134430	2.25%	561,880.19

All CDs Sorted by Maturity  
Date June 30, 2019

<i>Purchase Date</i>	<i>Maturity Date</i>	<i>Bank</i>	<i>CD</i>	<i>CD #</i>	<i>Interest Rate</i>	<i>Amount</i>
June 30, 2018	June 30, 2020	<i>NSCB/Wintrust</i>	BE 15	3804025908	2.75%	537,863.38
August 17, 2018	August 17, 2020	<i>5/3 JP Iberia Bank/ LA</i>	BE 5	45083AJX1	2.75%	250,000.00
September 28, 2018	September 28, 2020	<i>5/3 Stearns Bk MN</i>	BE 11	857894XP9	2.80%	250,000.00
October 31, 2018	October 31, 2020	<i>5th 3rd JP Morgan Chase Bk</i>	BE21	48128FA69	3.05%	203,000.00
November 5, 2018	November 5, 2020	<i>5th 3rd 1st Bk of Greenwich</i>	BE 20	31926GAL4	3.00%	250,000.00
January 8, 2019	January 8, 2021	<i>CIBC/Private Bank</i>	BE 8	6958404	2.72%	533,449.45
January 8, 2019	January 8, 2021	<i>CIBC/Private Bank</i>	BE 16	6939573	2.72%	374,999.10
February 28, 2019	February 26, 2021	<i>5th 3rd Ally Bank</i>	BE 9	02007GHT3	2.60%	250,000.00
<i>Total B/E Individual CDs</i>				<i>Weighted Avg Yield</i>	<i>2.36%</i>	<i>5,322,629.83</i>
<b>TOTAL CD's</b>				<b>Weighted Avg Yield</b>	<b>2.39%</b>	<b>12,554,733.39</b>

**Wilmette Public Library**  
**Check Detail**  
 June 2019

Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51595</b>	<b>ALA Subscriptions</b>	<b>10101 - General Fund Checking</b>	
Bill	1 yr subscription		62020 - Library/Trustee Memberships	(125.00)
				<u>(125.00)</u>
<b>Bill Pmt -Check</b>	<b>51596</b>	<b>BT A/V</b>	<b>10101 - General Fund Checking</b>	
Bill	T04320570		50311 - AS Feature	(5.11)
Bill	T04341670		50314 - AS Music	(21.21)
Bill	H35461690		50311 - AS Feature	(22.01)
Bill	H35282120		50312 - AS Non-feature	(12.49)
Bill	H35282121		50312 - AS Non-feature	(33.80)
Bill	H35282122		50312 - AS Non-feature	(29.39)
Bill	H35556050		50311 - AS Feature	(62.44)
Bill	H35636290		50322 - YS Non-feature	(7.34)
Bill	H35683900		50322 - YS Non-feature	(11.02)
Bill	H35683890		50311 - AS Feature	(11.02)
Bill	H35709390		50314 - AS Music	(23.01)
				<u>(238.84)</u>
<b>Bill Pmt -Check</b>	<b>51597</b>	<b>BT Books</b>	<b>10101 - General Fund Checking</b>	
Bill	2034545526		50120 - YS Books	(365.69)
Bill	2034538315		50111 - Fiction	(383.16)
Bill	2034546111		50120 - YS Books	(1,117.45)
Bill	2034549523		50120 - YS Books	(263.06)
Bill	2034541294		50111 - Fiction	(80.39)
Bill	2034549512		50120 - YS Books	(430.77)
Bill	2034551391		50120 - YS Books	(311.66)
Bill	2034553917		50120 - YS Books	(787.95)
Bill	2034555622		50120 - YS Books	(64.27)
Bill	2034557737		50111 - Fiction	(45.81)
Bill	2034567844		50110.0 - 000's	(28.45)
			50110.1 - 100's	(73.38)
			50110.2 - 200's	(69.41)
			50110.3 - 300's	(324.76)
			50110.4 - 400's	(11.30)
			50110.5 - 500's	(35.20)
			50110.6 - 600's	(75.12)
			50110.7 - 700's	(157.67)
			50110.8 - 800's	(19.61)
			50110.9 - 900's	(135.72)
			50111 - Fiction	(403.59)
			50112 - H.S. Collection	(118.36)
			50111 - Fiction	(7.26)
Bill	2034569388		50110.0 - 000's	(61.00)
			50110.3 - 300's	(81.35)
			50110.5 - 500's	(30.46)
			50110.7 - 700's	(63.24)
			50110.8 - 800's	(15.23)
			50111 - Fiction	(248.77)
			50111 - Fiction	(2.50)
Bill	2034576435		50110.1 - 100's	(12.42)
			50110.3 - 300's	(131.36)



**Wilmette Public Library**  
**Check Detail**  
 June 2019

Type	Num	Name	Account	Paid Amount
			50110.5 · 500's	(43.31)
			50110.6 · 600's	(40.11)
			50110.7 · 700's	(14.13)
			50110.8 · 800's	(111.20)
			50110.9 · 900's	(193.80)
			50111 · Fiction	(952.40)
			50112 · H.S. Collection	(134.36)
			50113 · Reference	(14.87)
			50111 · Fiction	(8.24)
Bill	2034578836		50110.0 · 000's	(14.69)
			50110.1 · 100's	(14.69)
			50110.2 · 200's	(8.92)
			50110.3 · 300's	(138.34)
			50110.5 · 500's	(15.82)
			50110.6 · 600's	(25.84)
			50110.7 · 700's	(40.88)
			50110.8 · 800's	(141.32)
			50110.9 · 900's	(61.02)
			50111 · Fiction	(412.93)
			50112 · H.S. Collection	(20.32)
			50111 · Fiction	(4.47)
				<u>(8,368.03)</u>
<b>Bill Pmt -Check</b>	<b>51598</b>	<b>Cengage/ Gale</b>	<b>10101 · General Fund Checking</b>	
Bill	67114772		50110.1 · 100's	(23.99)
			50110.8 · 800's	(26.24)
			50110.9 · 900's	(26.24)
			50111 · Fiction	(73.47)
Bill	67128987		50111 · Fiction	(22.50)
Bill	67129492		50110.3 · 300's	(22.50)
			50110.9 · 900's	(46.50)
			50111 · Fiction	(110.23)
				<u>(351.67)</u>
<b>Bill Pmt -Check</b>	<b>51599</b>	<b>Chicagoland Gardening</b>	<b>10101 · General Fund Checking</b>	
Bill	3 yrs.		50410 · AS Periodicals	(44.95)
				<u>(44.95)</u>
<b>Bill Pmt -Check</b>	<b>51600</b>	<b>Colley Elevator - A</b>	<b>10101 · General Fund Checking</b>	
Bill	185401		76350 · Building Maint Contracts	(196.00)
				<u>(196.00)</u>
<b>Bill Pmt -Check</b>	<b>51601</b>	<b>Colley Elevator - B</b>	<b>10101 · General Fund Checking</b>	
Bill	185397		76350 · Building Maint Contracts	(196.00)
				<u>(196.00)</u>
<b>Bill Pmt -Check</b>	<b>51602</b>	<b>Computer View</b>	<b>10101 · General Fund Checking</b>	
Bill	28287		74152 · Computer Maintenance	(15,675.00)
				<u>(15,675.00)</u>

**Wilmette Public Library**  
**Check Detail**  
 June 2019

Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51603</b>	<b>Friends of WPL</b>	<b>10101 - General Fund Checking</b>	
Bill	5/27-6/2/19		47071 - FOL Annex income	(174.00)
				<u>(174.00)</u>
<b>Bill Pmt -Check</b>	<b>51604</b>	<b>Gogova-Nikolov, Ani</b>	<b>10101 - General Fund Checking</b>	
Bill	event 6/9/19		50730 - Community Serv Prog	(500.00)
				<u>(500.00)</u>
<b>Bill Pmt -Check</b>	<b>51605</b>	<b>Heritage Technology Solutions</b>	<b>10101 - General Fund Checking</b>	
Bill	208218		76350 - Building Maint Contracts	(189.00)
				<u>(189.00)</u>
<b>Bill Pmt -Check</b>	<b>51606</b>	<b>Lewis, Abigail Derby</b>	<b>10101 - General Fund Checking</b>	
Bill	add'l fee for 4/27		50710 - AS Programming	(50.00)
				<u>(50.00)</u>
<b>Bill Pmt -Check</b>	<b>51607</b>	<b>McCully, Nancy</b>	<b>10101 - General Fund Checking</b>	
Bill	6/6/19		56000 - Rutherford Trust Expenditures	(195.00)
				<u>(195.00)</u>
<b>Bill Pmt -Check</b>	<b>51608</b>	<b>Midwest Tape</b>	<b>10101 - General Fund Checking</b>	
Bill	97451557		50313 - AS Audiobooks	(1,019.75)
				<u>(1,019.75)</u>
<b>Bill Pmt -Check</b>	<b>51609</b>	<b>NiCor Gas</b>	<b>10101 - General Fund Checking</b>	
Bill	4/26-5/28/19		76810 - Heating/Cooling	(191.45)
				<u>(191.45)</u>
<b>Bill Pmt -Check</b>	<b>51610</b>	<b>Oriental Trading</b>	<b>10101 - General Fund Checking</b>	
Bill	696455173-01		58500 - Friends Purchases	(181.41)
Bill	696454781-01		50722 - YS Program Materials	(46.44)
				<u>(227.85)</u>
<b>Bill Pmt -Check</b>	<b>51611</b>	<b>OverDrive, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	0108MA19103324		50520 - YS Ebooks	(3,791.84)
			50511 - AS E-Books	(10,488.83)
Bill	01018MA19103923		50511 - AS E-Books	(131.00)
				<u>(14,411.67)</u>
<b>Bill Pmt -Check</b>	<b>51612</b>	<b>Pitney Bowes - meter</b>	<b>10101 - General Fund Checking</b>	
Bill	3103177895		70600 - Postage/Shipping	(287.22)
				<u>(287.22)</u>

**Wilmette Public Library**  
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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51613</b>	<b>Plastic Letters &amp; Signs, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	18459		76100 - Building Improvement	(1,080.00)
				<u>(1,080.00)</u>
<b>Bill Pmt -Check</b>	<b>51614</b>	<b>Rowman &amp; Littlefield Publishing Group</b>	<b>10101 - General Fund Checking</b>	
Bill	11138802		50210 - AS Continuations	(201.09)
				<u>(201.09)</u>
<b>Bill Pmt -Check</b>	<b>51615</b>	<b>Scholastic Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	19391499		58500 - Friends Purchases	(15.36)
				<u>(15.36)</u>
<b>Bill Pmt -Check</b>	<b>51616</b>	<b>Spanos, Maria</b>	<b>10101 - General Fund Checking</b>	
Bill	event 6/8/19		50710 - AS Programming	(300.00)
				<u>(300.00)</u>
<b>Bill Pmt -Check</b>	<b>51617</b>	<b>The Teaching Company Sales, LLC</b>	<b>10101 - General Fund Checking</b>	
Bill	SINV08497428		50312 - AS Non-feature	(234.85)
				<u>(234.85)</u>
<b>Bill Pmt -Check</b>	<b>51618</b>	<b>Tigerlily Music</b>	<b>10101 - General Fund Checking</b>	
Bill	6/6/19		50721 - YS Performers	(900.00)
				<u>(900.00)</u>
<b>Bill Pmt -Check</b>	<b>51619</b>	<b>Warfield, Andrew</b>	<b>10101 - General Fund Checking</b>	
Bill	201903181		50730 - Community Serv Prog	(100.00)
				<u>(100.00)</u>
<b>Bill Pmt -Check</b>	<b>51620</b>	<b>Warren-Newport Public Library District</b>	<b>10101 - General Fund Checking</b>	
Bill	Jenny Klein		63022 - YS Cont Ed/Mtg Registration	(25.00)
				<u>(25.00)</u>
<b>Bill Pmt -Check</b>	<b>51621</b>	<b>Shales McNutt Construction</b>	<b>10106 - B/E Operating Checking</b>	
Bill	to 5/31/19		96400 - Outdoor Renovation Project	(153,652.80)
				<u>(153,652.80)</u>
<b>Bill Pmt -Check</b>	<b>51622</b>	<b>St. John's Evangelical Church</b>	<b>10106 - B/E Operating Checking</b>	
		void check- see check 51624		0.00
<b>Bill Pmt -Check</b>	<b>51623</b>	<b>Teska Associates, Inc.</b>	<b>10106 - B/E Operating Checking</b>	
Bill	9506		96400 - Outdoor Renovation Project	(3,036.80)
Bill	9507		96400 - Outdoor Renovation Project	(7,446.00)
				<u>(10,482.80)</u>

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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51624</b>	<b>St. John's Evangelical Church</b>	<b>10101 - General Fund Checking</b>	
Bill	June 2019		76450 · Parking Lot Rent	(300.00)
				<u>(300.00)</u>
<b>Bill Pmt -Check</b>	<b>51625</b>	<b>Aflac</b>	<b>10101 - General Fund Checking</b>	
Bill	900069		67020 · Aflac premiums	(53.04)
				<u>(53.04)</u>
<b>Bill Pmt -Check</b>	<b>51626</b>	<b>Barnes &amp; Noble</b>	<b>10101 - General Fund Checking</b>	
Bill	3849838		58500 · Friends Purchases	(993.84)
Bill	3849641		58500 · Friends Purchases	(323.70)
				<u>(1,317.54)</u>
<b>Bill Pmt -Check</b>	<b>51627</b>	<b>Bochenek, Annette</b>	<b>10101 - General Fund Checking</b>	
Bill	event 6/18/19		50730 · Community Serv Prog	(200.00)
				<u>(200.00)</u>
<b>Bill Pmt -Check</b>	<b>51628</b>	<b>Bottom Line Personal</b>	<b>10101 - General Fund Checking</b>	
Bill	24 issues		50410 · AS Periodicals	(39.00)
				<u>(39.00)</u>
<b>Bill Pmt -Check</b>	<b>51629</b>	<b>BT AVV</b>	<b>10101 - General Fund Checking</b>	
Bill	T04518290		50311 · AS Feature	(22.02)
Bill	T04518300		50314 · AS Music	(11.89)
Bill	H35903030		50311 · AS Feature	(60.21)
Bill	T04632200		50311 · AS Feature	(4.40)
Bill	H35918700		50311 · AS Feature	(59.49)
Bill	H35918701		50311 · AS Feature	(16.89)
Bill	H35956420		50314 · AS Music	(28.46)
Bill	H35971951		50311 · AS Feature	(44.02)
Bill	H36080270		50311 · AS Feature	(48.19)
				<u>(295.57)</u>
<b>Bill Pmt -Check</b>	<b>51630</b>	<b>BT Books</b>	<b>10101 - General Fund Checking</b>	
Bill	2034558464		50120 · YS Books	(958.16)
Bill	2034565483		50120 · YS Books	(198.71)
Bill	2034588661		50110.0 · 000's	(13.06)
			50110.2 · 200's	(10.70)
			50110.3 · 300's	(100.18)
			50110.5 · 500's	(32.25)
			50110.6 · 600's	(98.81)
			50110.7 · 700's	(136.10)
			50110.8 · 800's	(15.15)
			50110.9 · 900's	(480.93)
			50111 · Fiction	(1,141.95)
			50112 · H.S. Collection	(30.91)

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Type	Num	Name	Account	Paid Amount
			50111 · Fiction	(10.30)
Bill	2034592890		50110.2 · 200's	(52.56)
			50110.3 · 300's	(57.93)
			50110.6 · 600's	(65.52)
			50110.8 · 800's	(27.95)
			50110.9 · 900's	(59.33)
			50111 · Fiction	(269.93)
			50112 · H.S. Collection	(10.16)
Bill	2034596314		50111 · Fiction	(2.72)
			50110.0 · 000's	(89.13)
			50110.1 · 100's	(57.62)
			50110.2 · 200's	(13.00)
			50110.3 · 300's	(63.27)
			50110.6 · 600's	(51.86)
			50110.8 · 800's	(9.52)
			50110.9 · 900's	(16.94)
			50111 · Fiction	(144.79)
			50112 · H.S. Collection	(38.78)
			50111 · Fiction	(2.42)
				<u>(4,260.64)</u>
<b>Bill Pmt -Check</b>	<b>51631</b>	<b>Cengage/ Gale</b>	<b>10101 · General Fund Checking</b>	
Bill	67223634		50111 · Fiction	(375.61)
				<u>(375.61)</u>
<b>Bill Pmt -Check</b>	<b>51632</b>	<b>Center Point Large Print</b>	<b>10101 · General Fund Checking</b>	
Bill	1694010		50111 · Fiction	(183.36)
				<u>(183.36)</u>
<b>Bill Pmt -Check</b>	<b>51633</b>	<b>CFRA</b>	<b>10101 · General Fund Checking</b>	
Bill	INV111202		50410 · AS Periodicals	(210.00)
				<u>(210.00)</u>
<b>Bill Pmt -Check</b>	<b>51634</b>	<b>De Lage Landen</b>	<b>10101 · General Fund Checking</b>	
Bill	63690983		70400 · Copiers	(1,509.19)
				<u>(1,509.19)</u>
<b>Bill Pmt -Check</b>	<b>51635</b>	<b>DEMCO</b>	<b>10101 · General Fund Checking</b>	
Bill	6625585		70310 · Library Supplies	(105.43)
				<u>(105.43)</u>
<b>Bill Pmt -Check</b>	<b>51636</b>	<b>Forte</b>	<b>10101 · General Fund Checking</b>	
Bill	35029		70100 · Accounting - PR & CrCd fees	(5.00)
				<u>(5.00)</u>
<b>Bill Pmt -Check</b>	<b>51637</b>	<b>Friends of WPL</b>	<b>10101 · General Fund Checking</b>	
Bill	6/3-6/9/19		47071 · FOL Annex income	(281.00)
				<u>(281.00)</u>

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Type	Num	Name	Account	Paid Amount
				(281.00)
<b>Bill Pmt -Check</b>	<b>51638</b>	<b>Helmuth, Bill</b>	<b>10101 - General Fund Checking</b>	
Bill	6/13/19		56000 - Rutherford Trust Expenditures	(200.00)
				(200.00)
<b>Bill Pmt -Check</b>	<b>51639</b>	<b>Incrediblebats, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	event 6/19/19		58500 - Friends Purchases	(600.00)
				(600.00)
<b>Bill Pmt -Check</b>	<b>51640</b>	<b>Independent Writers of Chicago</b>	<b>10101 - General Fund Checking</b>	
Bill	event 6/18/19		50710 - AS Programming	(150.00)
				(150.00)
<b>Bill Pmt -Check</b>	<b>51641</b>	<b>Midwest Tape</b>	<b>10101 - General Fund Checking</b>	
Bill	97477202		50313 - AS Audiobooks	(394.90)
Bill	97477203		50322 - YS Non-feature	(25.48)
Bill	97477204		50324 - YS Music	(23.23)
Bill	97477205		50322 - YS Non-feature	(18.73)
Bill	97477206		50322 - YS Non-feature	(9.74)
Bill	97477207		50324 - YS Music	(28.48)
Bill	97477209		50324 - YS Music	(23.23)
Bill	97477560		50322 - YS Non-feature	(18.73)
Bill	97483898		50511 - AS E-Books	(5,000.00)
Bill	97504454		50313 - AS Audiobooks	(164.96)
Bill	97504452		50313 - AS Audiobooks	(94.97)
				(5,802.45)
<b>Bill Pmt -Check</b>	<b>51642</b>	<b>Millen Hardware</b>	<b>10101 - General Fund Checking</b>	
Bill	May 2019		70600 - Postage/Shipping	(40.71)
			76200 - Building Supplies	(319.05)
				(359.76)
<b>Bill Pmt -Check</b>	<b>51643</b>	<b>Morning Glory</b>	<b>10101 - General Fund Checking</b>	
Bill	271128		58500 - Friends Purchases	(175.00)
				(175.00)
<b>Bill Pmt -Check</b>	<b>51644</b>	<b>Old Town School of Music</b>	<b>10101 - General Fund Checking</b>	
Bill	event 5/31-6/14		50721 - YS Performers	(600.00)
				(600.00)
<b>Bill Pmt -Check</b>	<b>51645</b>	<b>Quill Corp</b>	<b>10101 - General Fund Checking</b>	
Bill	7256933		70320 - Office Supplies	(19.49)
Bill	7713842		70320 - Office Supplies	(113.94)
				(133.43)

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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51646</b>	<b>Record Information Services</b>	<b>10101 - General Fund Checking</b>	
Bill	46859		50512 · AS & YS Esubscriptions	(575.00)
				<u>(575.00)</u>
<b>Bill Pmt -Check</b>	<b>51647</b>	<b>Recorded Books</b>	<b>10101 - General Fund Checking</b>	
Bill	76228453		50323 · YS Audiobooks	(24.60)
Bill	76231432		50323 · YS Audiobooks	(20.60)
Bill	76231977		50313 · AS Audiobooks	(181.20)
Bill	76232763		50323 · YS Audiobooks	(20.60)
Bill	76234274		50313 · AS Audiobooks	(82.20)
Bill	76236106		50313 · AS Audiobooks	(62.20)
Bill	76236731		50313 · AS Audiobooks	(99.00)
Bill	76237178		50323 · YS Audiobooks	(20.60)
Bill	76237407		50323 · YS Audiobooks	(78.20)
				<u>(589.20)</u>
<b>Bill Pmt -Check</b>	<b>51648</b>	<b>Schmaus Cash Register Co</b>	<b>10101 - General Fund Checking</b>	
Bill	0477		74151 · Equipment Maintenance	(275.00)
				<u>(275.00)</u>
<b>Bill Pmt -Check</b>	<b>51649</b>	<b>Scribblebooks Company</b>	<b>10101 - General Fund Checking</b>	
Bill	6/15/19		58500 · Friends Purchases	(1,000.00)
				<u>(1,000.00)</u>
<b>Bill Pmt -Check</b>	<b>51650</b>	<b>Terryburg Web Development, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	599		50655 · Web Design	(85.00)
				<u>(85.00)</u>
<b>Bill Pmt -Check</b>	<b>51651</b>	<b>The Child's World, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	NA143654		50120 · YS Books	(1,240.60)
				<u>(1,240.60)</u>
<b>Bill Pmt -Check</b>	<b>51652</b>	<b>The Teaching Company Sales, LLC</b>	<b>10101 - General Fund Checking</b>	
Bill	SINV08517088		50312 · AS Non-feature	(19.95)
				<u>(19.95)</u>
<b>Bill Pmt -Check</b>	<b>51653</b>	<b>Wellness Insurance Network</b>	<b>10101 - General Fund Checking</b>	
Bill	June 2019		66015 · retiree health premium	(47.00)
			66010 · Emp Health Insurance	(47,222.12)
				<u>(47,269.12)</u>
<b>Bill Pmt -Check</b>	<b>51654</b>	<b>Paterson, Kerry</b>	<b>10101 - General Fund Checking</b>	
Bill	event 6/15/19		50721 · YS Performers	(100.00)
				<u>(100.00)</u>

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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51655</b>	<b>Advanced Disposal/Veolia</b>	<b>10101 - General Fund Checking</b>	
Bill	T4000222219		76400 - Grounds Maintenance	(54.00)
				<u>(54.00)</u>
<b>Bill Pmt -Check</b>	<b>51656</b>	<b>ALA - Membership</b>	<b>10101 - General Fund Checking</b>	
Bill	SBB 1269484		62010 - Staff Memberships	(195.00)
Bill	AJ 0055687		62010 - Staff Memberships	(195.00)
				<u>(390.00)</u>
<b>Bill Pmt -Check</b>	<b>51657</b>	<b>Art Excursions, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	6/27/19		56000 - Rutherford Trust Expenditures	(350.00)
				<u>(350.00)</u>
<b>Bill Pmt -Check</b>	<b>51658</b>	<b>ATI Technologypartners/Advanced Telecom</b>	<b>10101 - General Fund Checking</b>	
Bill	72590		74150 - Equipment/Computer Maintenance	(140.00)
				<u>(140.00)</u>
<b>Bill Pmt -Check</b>	<b>51659</b>	<b>BT AV</b>	<b>10101 - General Fund Checking</b>	
Bill	H36068020		50312 - AS Non-feature	(25.72)
Bill	H35733120		50314 - AS Music	(11.98)
Bill	H35733121		50314 - AS Music	(11.98)
Bill	H35733122		50314 - AS Music	(11.88)
Bill	H35918710		50312 - AS Non-feature	(36.68)
Bill	H36015300		50311 - AS Feature	(40.37)
Bill	H36015301		50311 - AS Feature	(10.27)
Bill	H36015302		50311 - AS Feature	(20.57)
Bill	H36015303		50311 - AS Feature	(11.02)
Bill	H36090400		50322 - YS Non-feature	(71.19)
Bill	H36223630		50311 - AS Feature	(42.60)
Bill	H36223631		50311 - AS Feature	(139.58)
Bill	H36223632		50321 - YS Feature	(61.71)
Bill	H36223633		50311 - AS Feature	(51.37)
Bill	H36223634		50311 - AS Feature	(34.80)
Bill	H36223635		50311 - AS Feature	(22.01)
Bill	H36251840		50314 - AS Music	(41.74)
Bill	H36068010		50314 - AS Music	(24.62)
Bill	H36068011		50314 - AS Music	(23.76)
Bill	H36275210		50314 - AS Music	(12.73)
Bill	H36352810		50314 - AS Music	(16.48)
Bill	H36327600		50312 - AS Non-feature	(25.72)
Bill	H36327601		50312 - AS Non-feature	(22.01)
Bill	H36223640		50312 - AS Non-feature	(18.37)
Bill	H36223641		50312 - AS Non-feature	(29.39)
Bill	H36368950		50312 - AS Non-feature	(113.83)
Bill	H36368951		50312 - AS Non-feature	(33.80)
				<u>(966.18)</u>
<b>Bill Pmt -Check</b>	<b>51660</b>	<b>BT Books</b>	<b>10101 - General Fund Checking</b>	



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Type	Num	Name	Account	Paid Amount
Bill	2034560228		50111 · Fiction	(416.80)
Bill	2034566856		50120 · YS Books	(529.39)
Bill	2034573235		50120 · YS Books	(45.47)
Bill	2034575436		50120 · YS Books	(968.60)
Bill	2034568620		50111 · Fiction	(291.98)
Bill	2034581856		50120 · YS Books	(155.22)
Bill	2034585098		50120 · YS Books	(71.71)
Bill	2034581849		50110.9 · 900's	(18.25)
			50111 · Fiction	(44.99)
			50120 · YS Books	(76.56)
			50120 · YS Books	(0.62)
Bill	2034589917		50120 · YS Books	(835.32)
Bill	2034582325		50111 · Fiction	(370.57)
Bill	2034593240		50120 · YS Books	(573.43)
Bill	2034596064		50120 · YS Books	(248.34)
Bill	2034599055		50110.0 · 000's	(15.82)
			50110.1 · 100's	(39.68)
			50110.3 · 300's	(49.72)
			50110.8 · 800's	(11.90)
			50110.9 · 900's	(89.28)
			50111 · Fiction	(289.60)
			50111 · Fiction	(2.48)
Bill	2034598909		50120 · YS Books	(357.16)
Bill	2034605829		50110.3 · 300's	(79.30)
			50110.7 · 700's	(10.11)
			50110.9 · 900's	(112.91)
			50111 · Fiction	(259.15)
			50112 · H.S. Collection	(8.92)
			50111 · Fiction	(2.35)
Bill	2034608320		50110.2 · 200's	(12.34)
			50110.3 · 300's	(35.95)
			50110.6 · 600's	(26.14)
			50110.7 · 700's	(202.09)
			50110.8 · 800's	(48.86)
			50111 · Fiction	(173.31)
			50112 · H.S. Collection	(41.78)
			50110.7 · 700's	(2.70)
Bill	5015556901		50210 · AS Continuations	(964.02)
Bill	2034611608		50110.1 · 100's	(46.77)
			50110.3 · 300's	(167.29)
			50110.5 · 500's	(14.68)
			50110.7 · 700's	(30.82)
			50110.8 · 800's	(200.12)
			50110.9 · 900's	(51.73)
			50111 · Fiction	(121.87)
			50112 · H.S. Collection	(18.95)
			50110.8 · 800's	(3.26)
				(8,138.31)
<b>Bill Pmt -Check</b>	<b>51661</b>	<b>Call One</b>	<b>10101 · General Fund Checking</b>	
Bill	6/15-7/14/19		70700 · Telephone	(843.21)
				(843.21)

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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51662</b>	<b>Cengage/ Gale</b>	<b>10101 - General Fund Checking</b>	
Bill	67239362		50110.9 - 900's	(50.98)
			50111 - Fiction	(143.94)
Bill	67263432		50210 - AS Continuations	(264.10)
Bill	67268813		50110.9 - 900's	(24.00)
Bill	67268872		50111 - Fiction	(149.22)
				<hr style="width: 100%;"/>
				(632.24)
<b>Bill Pmt -Check</b>	<b>51663</b>	<b>Chase Card Services</b>	<b>10101 - General Fund Checking</b>	
Bill	5/10-6/9/19		63020 - Cont Ed/Mtg Registration	(48.86)
			76200 - Building Supplies	(47.41)
			76200 - Building Supplies	(113.90)
			50530 - Computer Software	(194.49)
			50722 - YS Program Materials	(40.40)
			50712 - Teen Programming	(19.90)
			70100 - Accounting - PR & CrCd fees	(4.99)
			50722 - YS Program Materials	(63.73)
			50712 - Teen Programming	(99.74)
			70500 - Printing	(13.14)
			50530 - Computer Software	(124.67)
			70100 - Accounting - PR & CrCd fees	(15.95)
			70100 - Accounting - PR & CrCd fees	(24.93)
			76200 - Building Supplies	(33.05)
			65040 - Staff Recognition	(99.74)
			50710 - AS Programming	(30.94)
			50712 - Teen Programming	(32.35)
			50110.1 - 100's	(25.91)
			50110.6 - 600's	(3.49)
			50250 - Library of Things	(74.55)
			50250 - Library of Things	(797.70)
			64020 - Cont Ed/Mtg Trvl/Mile/Meals	(69.82)
			70220 - Bank & Other Professional Fees	(118.69)
			50113 - Reference	(16.45)
			58500 - Friends Purchases	(1,151.32)
			50722 - YS Program Materials	(1,466.04)
			97000 - Endowment Fund	(1.00)
			97000 - Endowment Fund	(12.97)
			74110 - Equipment/Furnishings	(2,748.76)
			53050 - Promotional Materials	(55.85)
			53050 - Promotional Materials	(478.36)
			74110 - Equipment/Furnishings	(276.98)
			74110 - Equipment/Furnishings	(419.89)
			74110 - Equipment/Furnishings	(761.24)
				<hr style="width: 100%;"/>
				(9,487.21)
<b>Bill Pmt -Check</b>	<b>51664</b>	<b>Comcast</b>	<b>10101 - General Fund Checking</b>	
Bill	83260203		50650 - Internet	(1,580.00)
				<hr style="width: 100%;"/>
				(1,580.00)
<b>Bill Pmt -Check</b>	<b>51665</b>	<b>Cooperative Computer Services</b>	<b>10101 - General Fund Checking</b>	

**Wilmette Public Library**  
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Type	Num	Name	Account	Paid Amount
Bill	1596		50610 · CCS	(5,926.63)
			50620 · OCLC	(1,612.74)
				<u>(7,539.37)</u>
<b>Bill Pmt -Check</b>	<b>51666</b>	<b>Danielsen, Ralph</b>	<b>10101 · General Fund Checking</b>	
Bill	6/20/19		56000 · Rutherford Trust Expenditures	(125.00)
				<u>(125.00)</u>
<b>Bill Pmt -Check</b>	<b>51667</b>	<b>Ellison Educational Equipment</b>	<b>10101 · General Fund Checking</b>	
Bill	3244569		50722 · YS Program Materials	(56.00)
				<u>(56.00)</u>
<b>Bill Pmt -Check</b>	<b>51668</b>	<b>Employee Benefits Corporation</b>	<b>10101 · General Fund Checking</b>	
Bill	2573615		660321 · FSA program fees	(73.00)
			660402 · HRA Fees	(161.50)
				<u>(234.50)</u>
<b>Bill Pmt -Check</b>	<b>51669</b>	<b>Financial Information</b>	<b>10101 · General Fund Checking</b>	
Bill	8937		50110.3 · 300's	(1,095.00)
				<u>(1,095.00)</u>
<b>Bill Pmt -Check</b>	<b>51670</b>	<b>Friends of WPL</b>	<b>10101 · General Fund Checking</b>	
Bill	6/10-6/16/19		47071 · FOL Annex income	(273.75)
				<u>(273.75)</u>
<b>Bill Pmt -Check</b>	<b>51671</b>	<b>Ghazarian, Vahe</b>	<b>10101 · General Fund Checking</b>	
Bill	tuning 6/18		74151 · Equipment Maintenance	(100.00)
				<u>(100.00)</u>
<b>Bill Pmt -Check</b>	<b>51672</b>	<b>Information Today Inc</b>	<b>10101 · General Fund Checking</b>	
Bill	1687395-B1		50210 · AS Continuations	(404.53)
				<u>(404.53)</u>
<b>Bill Pmt -Check</b>	<b>51673</b>	<b>Insolar Window Treatments, Inc.</b>	<b>10101 · General Fund Checking</b>	
Bill	22567		76100 · Building Improvement	(2,397.00)
				<u>(2,397.00)</u>
<b>Bill Pmt -Check</b>	<b>51674</b>	<b>Library Furniture International</b>	<b>10101 · General Fund Checking</b>	
Bill	6472		74110 · Equipment/Furnishings	(2,694.00)
				<u>(2,694.00)</u>
<b>Bill Pmt -Check</b>	<b>51675</b>	<b>Mid-Central Printing &amp; Mailing</b>	<b>10101 · General Fund Checking</b>	
Bill	53935		58500 · Friends Purchases	(1,430.00)
				<u>(1,430.00)</u>

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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51676</b>	<b>Midwest Tape</b>	<b>10101 - General Fund Checking</b>	
Bill	97488034		70310 · Library Supplies	(308.97)
Bill	97503815		50323 · YS Audiobooks	(23.97)
Bill	97503816		50324 · YS Music	(45.11)
Bill	97503818		50322 · YS Non-feature	(52.45)
Bill	97503819		50324 · YS Music	(19.63)
Bill	97504450		50322 · YS Non-feature	(11.24)
Bill	97504451		50322 · YS Non-feature	(22.48)
Bill	97504453		50324 · YS Music	(26.23)
				<u>(510.08)</u>
<b>Bill Pmt -Check</b>	<b>51677</b>	<b>Nikitas, Margit</b>	<b>10101 - General Fund Checking</b>	
Bill	refund		47200 · Room Rental	(10.00)
				<u>(10.00)</u>
<b>Bill Pmt -Check</b>	<b>51678</b>	<b>Pitney Bowes - postage</b>	<b>10101 - General Fund Checking</b>	
Bill	for reserve acct.		70600 · Postage/Shipping	(1,500.00)
				<u>(1,500.00)</u>
<b>Bill Pmt -Check</b>	<b>51679</b>	<b>Quill Corp</b>	<b>10101 - General Fund Checking</b>	
Bill	7882133		70320 · Office Supplies	(339.66)
Bill	7914323		70320 · Office Supplies	(95.42)
Bill	7914383		70320 · Office Supplies	(52.75)
				<u>(487.83)</u>
<b>Bill Pmt -Check</b>	<b>51680</b>	<b>Recorded Books</b>	<b>10101 - General Fund Checking</b>	
Bill	76238952		50313 · AS Audiobooks	(49.23)
Bill	76240904		50311 · AS Feature	(41.60)
				<u>(90.83)</u>
<b>Bill Pmt -Check</b>	<b>51681</b>	<b>Rose Pest Solutions</b>	<b>10101 - General Fund Checking</b>	
Bill	2318619		76350 · Building Maint Contracts	(99.00)
				<u>(99.00)</u>
<b>Bill Pmt -Check</b>	<b>51682</b>	<b>Samuel French, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	10404211		50110.8 · 800's	(16.61)
				<u>(16.61)</u>
<b>Bill Pmt -Check</b>	<b>51683</b>	<b>Scholastic Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	19457323		58500 · Friends Purchases	(7.92)
Bill	19473490		58500 · Friends Purchases	(190.07)
				<u>(197.99)</u>
<b>Bill Pmt -Check</b>	<b>51684</b>	<b>Schwartz, Jo</b>	<b>10101 - General Fund Checking</b>	

**Wilmette Public Library  
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Type	Num	Name	Account	Paid Amount
Bill	20190617		50730 · Community Serv Prog	<u>(100.00)</u> (100.00)
<b>Bill Pmt -Check</b>	<b>51685</b>	<b>Thomson Reuters</b>	<b>10101 · General Fund Checking</b>	
Bill	840448296		50210 · AS Continuations	<u>(100.98)</u> (100.98)
<b>Bill Pmt -Check</b>	<b>51686</b>	<b>Thornton, Christine</b>	<b>10101 · General Fund Checking</b>	
Bill	6/28/19		58500 · Friends Purchases	<u>(550.00)</u> (550.00)
<b>Bill Pmt -Check</b>	<b>51687</b>	<b>Tsai Fong Books</b>	<b>10101 · General Fund Checking</b>	
Bill	4394		50120 · YS Books	<u>(229.13)</u> (229.13)
<b>Bill Pmt -Check</b>	<b>51688</b>	<b>Weigelt, Karol</b>	<b>10101 · General Fund Checking</b>	
Bill	event 6/22/19		50710 · AS Programming	<u>(300.00)</u> (300.00)
<b>Bill Pmt -Check</b>	<b>51689</b>	<b>Rubino Engineering Inc.</b>	<b>10106 · B/E Operating Checking</b>	
Bill	5164		96400 · Outdoor Renovation Project	<u>(5,037.00)</u> (5,037.00)
<b>Bill Pmt -Check</b>	<b>51690</b>	<b>Wax Trax! Records</b>	<b>10101 · General Fund Checking</b>	
Bill	DVD-No Tax		50312 · AS Non-feature	<u>(30.00)</u> (30.00)
<b>Bill Pmt -Check</b>	<b>51691</b>	<b>Amazon /Synchrony Bank</b>	<b>10101 · General Fund Checking</b>	
Bill	5/14 - 6/15/19		50110.0 · 000's	(25.41)
			50110.1 · 100's	(47.44)
			50110.4 · 400's	(16.95)
			50110.3 · 300's	(157.63)
			50110.4 · 400's	(29.35)
			50110.6 · 600's	(116.19)
			50110.8 · 800's	(65.72)
			50110.9 · 900's	(125.60)
			50111 · Fiction	(73.14)
			50120 · YS Books	(251.44)
			50250 · Library of Things	(1,602.46)
			50311 · AS Feature	(180.20)
			50312 · AS Non-feature	(60.68)
			50314 · AS Music	(35.49)
			50315 · AS Video Games	(178.37)
			50321 · YS Feature	(64.71)
			50322 · YS Non-feature	(11.95)
			50324 · YS Music	(16.93)
			50325 · YS Video Games	(22.83)

**Wilmette Public Library**  
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Type	Num	Name	Account	Paid Amount
			50722 · YS Program Materials	(360.50)
			50723 · YS Read Club Costs	(258.83)
			70312 · YS supplies	(382.21)
			70320 · Office Supplies	(136.36)
			70325 · Supplies for Coffee Station	(158.29)
				(4,378.68)
<b>Bill Pmt -Check</b>	<b>51692</b>	<b>B &amp; H Photo Video</b>	<b>10101 · General Fund Checking</b>	
Bill	811268850		74110 · Equipment/Furnishings	(2,539.68)
				(2,539.68)
<b>Bill Pmt -Check</b>	<b>51693</b>	<b>BT A/V</b>	<b>10101 · General Fund Checking</b>	
Bill	H36380240		50324 · YS Music	(21.22)
Bill	H36477260		50311 · AS Feature	(60.24)
Bill	H36275200		50311 · AS Feature	(59.81)
Bill	H36275201		50311 · AS Feature	(44.07)
Bill	H36421690		50314 · AS Music	(5.08)
Bill	H36421691		50314 · AS Music	(10.18)
Bill	H36529730		50311 · AS Feature	(22.01)
Bill	H36529740		50314 · AS Music	(11.88)
Bill	H36529750		50312 · AS Non-feature	(36.72)
Bill	H36578590		50312 · AS Non-feature	(74.20)
Bill	H36489540		50312 · AS Non-feature	(36.74)
Bill	H36560450		50314 · AS Music	(10.18)
				(392.33)
<b>Bill Pmt -Check</b>	<b>51694</b>	<b>BT Books</b>	<b>10101 · General Fund Checking</b>	
Bill	2034598913		50120 · YS Books	(1,593.59)
Bill	2034599506		50120 · YS Books	(193.62)
Bill	2034599517		50111 · Fiction	(52.72)
			50112 · H.S. Collection	(23.08)
			50120 · YS Books	(71.49)
			50120 · YS Books	(0.65)
Bill	2034603325		50120 · YS Books	(1,126.80)
Bill	2034608321		50120 · YS Books	(260.28)
Bill	2034604101		50111 · Fiction	(256.27)
Bill	2034608323		50120 · YS Books	(210.73)
Bill	2034608801		50120 · YS Books	(1,488.52)
Bill	2034610581		50120 · YS Books	(588.33)
Bill	2034614296		50120 · YS Books	(217.44)
Bill	2034616019		50110.0 · 000's	(23.79)
			50110.3 · 300's	(35.90)
			50110.5 · 500's	(15.82)
			50110.6 · 600's	(16.94)
			50110.7 · 700's	(45.31)
			50110.8 · 800's	(22.95)
			50110.9 · 900's	(59.68)
			50111 · Fiction	(94.99)
			50112 · H.S. Collection	(10.73)
			50113 · Reference	(18.95)
			50111 · Fiction	(1.73)

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Type	Num	Name	Account	Paid Amount
Bill	2034618248		50110.1 · 100's	(21.98)
			50110.2 · 200's	(17.09)
			50110.3 · 300's	(42.18)
			50110.6 · 600's	(143.51)
			50110.7 · 700's	(33.34)
			50110.8 · 800's	(24.95)
			50111 · Fiction	(237.55)
			50111 · Fiction	(2.60)
Bill	2034621367		50110.0 · 000's	(11.87)
			50110.3 · 300's	(60.64)
			50110.5 · 500's	(29.38)
			50110.6 · 600's	(12.30)
			50110.7 · 700's	(113.52)
			50110.8 · 800's	(41.33)
			50110.9 · 900's	(32.77)
			50111 · Fiction	(273.37)
			50112 · H.S. Collection	(13.49)
			50111 · Fiction	(2.94)
Bill	2034626069		50110.0 · 000's	(14.69)
			50110.1 · 100's	(76.72)
			50110.3 · 300's	(86.12)
			50110.4 · 400's	(11.30)
			50110.5 · 500's	(14.13)
			50110.6 · 600's	(134.18)
			50110.7 · 700's	(45.47)
			50110.8 · 800's	(54.29)
			50110.9 · 900's	(77.80)
			50111 · Fiction	(577.78)
			50112 · H.S. Collection	(38.03)
			50111 · Fiction	(5.65)
				<u>(8,681.28)</u>
<b>Bill Pmt -Check</b>	<b>51695</b>	<b>Butler Chemical</b>	<b>10101 · General Fund Checking</b>	
Bill	24396		76200 · Building Supplies	<u>(734.00)</u>
				(734.00)
<b>Bill Pmt -Check</b>	<b>51696</b>	<b>CDW Government</b>	<b>10101 · General Fund Checking</b>	
Bill	SQL4868		74120 · Computers	<u>(441.82)</u>
				(441.82)
<b>Bill Pmt -Check</b>	<b>51697</b>	<b>Cengage/ Gale</b>	<b>10101 · General Fund Checking</b>	
Bill	67298805		50110.6 · 600's	(26.24)
			50110.1 · 100's	(23.99)
			50111 · Fiction	<u>(46.48)</u>
				(96.71)
<b>Bill Pmt -Check</b>	<b>51698</b>	<b>De Lage Landen</b>	<b>10101 · General Fund Checking</b>	
Bill	63894798		70400 · Copiers	<u>(294.04)</u>
				(294.04)

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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51699</b>	<b>Divirgilio, Dawn</b>	<b>10101 - General Fund Checking</b>	
Bill	6/28/19		50730 - Community Serv Prog	(100.00)
				<u>(100.00)</u>
<b>Bill Pmt -Check</b>	<b>51700</b>	<b>Findaway World</b>	<b>10101 - General Fund Checking</b>	
Bill	289579		50323 - YS Audiobooks	(262.45)
				<u>(262.45)</u>
<b>Bill Pmt -Check</b>	<b>51701</b>	<b>Fox Valley Fire &amp; Safety</b>	<b>10101 - General Fund Checking</b>	
Bill	IN00274436		76350 - Building Maint Contracts	(475.35)
				<u>(475.35)</u>
<b>Bill Pmt -Check</b>	<b>51702</b>	<b>Friends of WPL</b>	<b>10101 - General Fund Checking</b>	
Bill	6/17-6/23/19		47071 - FOL Annex income	(177.70)
				<u>(177.70)</u>
<b>Bill Pmt -Check</b>	<b>51703</b>	<b>Hill Mechanical Services</b>	<b>10101 - General Fund Checking</b>	
Bill	526739		76350 - Building Maint Contracts	(2,186.00)
				<u>(2,186.00)</u>
<b>Bill Pmt -Check</b>	<b>51704</b>	<b>Image Systems &amp; Business Solutions</b>	<b>10101 - General Fund Checking</b>	
Bill	290639		70400 - Copiers	(1,241.87)
				<u>(1,241.87)</u>
<b>Bill Pmt -Check</b>	<b>51705</b>	<b>Justman, Steve</b>	<b>10101 - General Fund Checking</b>	
Bill	6/28/19		50730 - Community Serv Prog	(200.00)
				<u>(200.00)</u>
<b>Bill Pmt -Check</b>	<b>51706</b>	<b>Midwest Tape</b>	<b>10101 - General Fund Checking</b>	
Bill	97537266		50324 - YS Music	(44.97)
Bill	97537267		50324 - YS Music	(59.20)
Bill	97537268		50324 - YS Music	(29.98)
Bill	97537271		50322 - YS Non-feature	(12.73)
Bill	97537272		50322 - YS Non-feature	(14.98)
Bill	97537273		50322 - YS Non-feature	(51.70)
Bill	97537274		50322 - YS Non-feature	(27.72)
Bill	97537275		50322 - YS Non-feature	(11.24)
Bill	97535583		50313 - AS Audiobooks	(462.89)
Bill	97537270		50313 - AS Audiobooks	(74.98)
Bill	97541867		50324 - YS Music	(5.99)
Bill	97541869		50322 - YS Non-feature	(22.48)
Bill	97541880		50322 - YS Non-feature	(11.24)
Bill	97541881		50322 - YS Non-feature	(11.24)
Bill	97541882		50311 - AS Feature	(194.92)
Bill	97556782		50313 - AS Audiobooks	(319.94)
Bill	97556783		50313 - AS Audiobooks	(122.97)



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Type	Num	Name	Account	Paid Amount
				(1,479.17)
<b>Bill Pmt -Check</b>	<b>51707</b>	<b>Quill Corp</b>	<b>10101 - General Fund Checking</b>	
Bill	8052042		70320 · Office Supplies	(28.02)
Bill	8052174		70320 · Office Supplies	(61.50)
Bill	8081840		50722 · YS Program Materials	(27.88)
			70320 · Office Supplies	(7.47)
				<u>(124.87)</u>
<b>Bill Pmt -Check</b>	<b>51708</b>	<b>Robbins Schwartz</b>	<b>10101 - General Fund Checking</b>	
Bill	849123		70210 · Legal Fees	(6.25)
				<u>(6.25)</u>
<b>Bill Pmt -Check</b>	<b>51709</b>	<b>Staples Advantage</b>	<b>10101 - General Fund Checking</b>	
Bill	1624191158		76200 · Building Supplies	(944.36)
				<u>(944.36)</u>
<b>Bill Pmt -Check</b>	<b>51710</b>	<b>Sun Life Employee Benefits/Assurant</b>	<b>10101 - General Fund Checking</b>	
Bill	7/1-7/31/19		66020 · Emp Life/LTD Insurance	(2,235.89)
				<u>(2,235.89)</u>
<b>Bill Pmt -Check</b>	<b>51711</b>	<b>Tovar Landscaping</b>	<b>10101 - General Fund Checking</b>	
Bill	11/26/18-4/15/19		76400 · Grounds Maintenance	(8,750.00)
				<u>(8,750.00)</u>
<b>Bill Pmt -Check</b>	<b>51712</b>	<b>Village of Wilmette</b>	<b>10101 - General Fund Checking</b>	
Bill	53393		58500 · Friends Purchases	(63.02)
				<u>(63.02)</u>
<b>Bill Pmt -Check</b>	<b>51713</b>	<b>Warehouse Direct</b>	<b>10101 - General Fund Checking</b>	
Bill	4307915-0		76100 · Building Improvement	(1,420.04)
				<u>(1,420.04)</u>
<b>Bill Pmt -Check</b>	<b>51714</b>	<b>Weil, Emily</b>	<b>10101 - General Fund Checking</b>	
Bill	event 6/29/19		58500 · Friends Purchases	(225.00)
				<u>(225.00)</u>
<b>Bill Pmt -Check</b>	<b>51715</b>	<b>Lakefront Roofing &amp; Siding Supply</b>	<b>10101 - General Fund Checking</b>	
Bill	1589567-00		76100 · Building Improvement	(95.00)
				<u>(95.00)</u>
<b>Bill Pmt -Check</b>	<b>51716</b>	<b>Aflac</b>	<b>10101 - General Fund Checking</b>	
Bill	322333		67020 · Aflac premiums	(53.04)
				<u>(53.04)</u>

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Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51717</b>	<b>BT A/V</b>	<b>10101 - General Fund Checking</b>	
Bill	T04891930		50324 · YS Music	(98.54)
Bill	H36489530		50324 · YS Music	(11.98)
Bill	H36489550		50322 · YS Non-feature	(10.99)
Bill	H36595110		50322 · YS Non-feature	(30.08)
Bill	H36628080		50311 · AS Feature	(18.35)
Bill	H36628081		50311 · AS Feature	(8.78)
Bill	H36683850		50311 · AS Feature	(42.60)
Bill	H36683851		50311 · AS Feature	(69.79)
Bill	H36714690		50321 · YS Feature	(58.75)
Bill	H36714691		50311 · AS Feature	(18.89)
Bill	H36714692		50321 · YS Feature	(24.94)
Bill	H36748450		50311 · AS Feature	(11.55)
Bill	H36748451		50311 · AS Feature	(22.01)
Bill	H36748452		50311 · AS Feature	(30.80)
				(458.05)
<b>Bill Pmt -Check</b>	<b>51718</b>	<b>BT Books</b>	<b>10101 - General Fund Checking</b>	
Bill	2034616013		50120 · YS Books	(269.93)
Bill	2034614357		50120 · YS Books	(134.44)
Bill	2034615097		50111 · Fiction	(55.43)
			50120 · YS Books	(15.39)
			50111 · Fiction	(0.32)
Bill	2034612498		50111 · Fiction	(244.51)
Bill	2034620326		50120 · YS Books	(389.52)
Bill	2034627678		50120 · YS Books	(395.94)
Bill	2034632794		50110.0 · 000's	(49.95)
			50110.2 · 200's	(10.68)
			50110.3 · 300's	(106.63)
			50110.4 · 400's	(16.10)
			50110.7 · 700's	(35.00)
			50110.8 · 800's	(89.98)
			50110.9 · 900's	(96.03)
			50111 · Fiction	(191.52)
			50112 · H.S. Collection	(51.26)
			50111 · Fiction	(3.24)
Bill	2034635791		50110.1 · 100's	(9.60)
			50110.3 · 300's	(49.68)
			50110.6 · 600's	(30.51)
			50110.7 · 700's	(26.52)
			50110.8 · 800's	(31.10)
			50110.9 · 900's	(87.40)
			50111 · Fiction	(87.05)
			50112 · H.S. Collection	(62.10)
			50110.9 · 900's	(1.92)
Bill	2034638079		50110.1 · 100's	(104.42)
			50110.3 · 300's	(80.08)
			50110.6 · 600's	(15.15)
			50110.7 · 700's	(50.86)
			50110.9 · 900's	(19.78)
			50111 · Fiction	(271.67)

**Wilmette Public Library**  
**Check Detail**  
 June 2019

Type	Num	Name	Account	Paid Amount
			50112 · H.S. Collection	(10.14)
			50111 · Fiction	(2.76)
				<u>(3,096.61)</u>
<b>Bill Pmt -Check</b>	<b>51719</b>	<b>CCH</b>	<b>10101 · General Fund Checking</b>	
Bill	5410629841		50210 · AS Continuations	(218.92)
				<u>(218.92)</u>
<b>Bill Pmt -Check</b>	<b>51720</b>	<b>Cengage/ Gale</b>	<b>10101 · General Fund Checking</b>	
Bill	67354077		50111 · Fiction	(22.50)
			50110.3 · 300's	(24.00)
				<u>(46.50)</u>
<b>Bill Pmt -Check</b>	<b>51721</b>	<b>Complete Cleaning Company</b>	<b>10101 · General Fund Checking</b>	
Bill	C10202		76350 · Building Maint Contracts	(4,495.00)
				<u>(4,495.00)</u>
<b>Bill Pmt -Check</b>	<b>51722</b>	<b>Computer View</b>	<b>10101 · General Fund Checking</b>	
Bill	28321		74120 · Computers	(967.00)
				<u>(967.00)</u>
<b>Bill Pmt -Check</b>	<b>51723</b>	<b>Creekside Printing</b>	<b>10101 · General Fund Checking</b>	
Bill	1150		52000 · Newsletter	(3,398.12)
				<u>(3,398.12)</u>
<b>Bill Pmt -Check</b>	<b>51724</b>	<b>De Lage Landen</b>	<b>10101 · General Fund Checking</b>	
Bill	64052950		70400 · Copiers	(1,509.19)
				<u>(1,509.19)</u>
<b>Bill Pmt -Check</b>	<b>51725</b>	<b>DEMCO</b>	<b>10101 · General Fund Checking</b>	
Bill	66345685		74110 · Equipment/Furnishings	(1,122.14)
				<u>(1,122.14)</u>
<b>Bill Pmt -Check</b>	<b>51726</b>	<b>Fancy Pants Productions</b>	<b>10101 · General Fund Checking</b>	
Bill	event 7/10/19		58500 · Friends Purchases	(1,521.00)
				<u>(1,521.00)</u>
<b>Bill Pmt -Check</b>	<b>51727</b>	<b>Friends of WPL</b>	<b>10101 · General Fund Checking</b>	
Bill	6/24-6/30/19		47071 · FOL Annex income	(241.25)
				<u>(241.25)</u>
<b>Bill Pmt -Check</b>	<b>51728</b>	<b>Information Today Inc</b>	<b>10101 · General Fund Checking</b>	
Bill	1692078-b1		50210 · AS Continuations	(301.53)
				<u>(301.53)</u>

**Wilmette Public Library**  
**Check Detail**  
 June 2019

Type	Num	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>51729</b>	<b>Johnson, Julie</b>	<b>10101 - General Fund Checking</b>	
Bill	June 2019		50710 - AS Programming	(100.00)
				<u>(100.00)</u>
<b>Bill Pmt -Check</b>	<b>51730</b>	<b>Krueger International, Inc.</b>	<b>10101 - General Fund Checking</b>	
Bill	14063504		74110 - Equipment/Furnishings	(6,777.12)
Bill	14063500		74110 - Equipment/Furnishings	(4,665.00)
				<u>(11,442.12)</u>
<b>Bill Pmt -Check</b>	<b>51731</b>	<b>Mid-Central Printing &amp; Mailing</b>	<b>10101 - General Fund Checking</b>	
Bill	53964		70320 - Office Supplies	(85.00)
Bill	53973		58500 - Friends Purchases	(65.00)
				<u>(150.00)</u>
<b>Bill Pmt -Check</b>	<b>51732</b>	<b>Midwest Tape</b>	<b>10101 - General Fund Checking</b>	
Bill	97556784		50324 - YS Music	(9.74)
				<u>(9.74)</u>
<b>Bill Pmt -Check</b>	<b>51733</b>	<b>Quill Corp</b>	<b>10101 - General Fund Checking</b>	
Bill	8181300		70320 - Office Supplies	(209.94)
Bill	8241806		70320 - Office Supplies	(49.90)
Bill	8248411		50722 - YS Program Materials	(34.76)
			70320 - Office Supplies	(8.35)
Bill	8255982		70320 - Office Supplies	(25.51)
				<u>(328.46)</u>
<b>Bill Pmt -Check</b>	<b>51734</b>	<b>Reaching Across Illinois Library System</b>	<b>10101 - General Fund Checking</b>	
Bill	5831		53000 - Promotion	(4,233.60)
				<u>(4,233.60)</u>
<b>Bill Pmt -Check</b>	<b>51735</b>	<b>Recorded Books</b>	<b>10101 - General Fund Checking</b>	
Bill	76406961		50511 - AS E-Books	(313.78)
				<u>(313.78)</u>
<b>Bill Pmt -Check</b>	<b>51736</b>	<b>Regent Book Co</b>	<b>10101 - General Fund Checking</b>	
Bill	58012		50210 - AS Continuations	(31.57)
				<u>(31.57)</u>
<b>Bill Pmt -Check</b>	<b>51737</b>	<b>St. John's Evangelical Church</b>	<b>10101 - General Fund Checking</b>	
Bill	July, 2019		76450 - Parking Lot Rent	(300.00)
				<u>(300.00)</u>
<b>Bill Pmt -Check</b>	<b>51738</b>	<b>The Teaching Company Sales, LLC</b>	<b>10101 - General Fund Checking</b>	

**Wilmette Public Library**  
**Check Detail**  
 June 2019

Type	Num	Name	Account	Paid Amount
Bill	SINV08552583		50312 · AS Non-feature	(79.95)
				(79.95)
<b>Bill Pmt -Check</b>	<b>51739</b>	<b>Tsai Fong Books</b>	<b>10101 · General Fund Checking</b>	
Bill	4685		50120 · YS Books	(151.15)
Bill	4734		50120 · YS Books	(77.10)
				(228.25)
<b>Bill Pmt -Check</b>	<b>51740</b>	<b>Warehouse Direct</b>	<b>10101 · General Fund Checking</b>	
Bill	4328954-0		70310 · Library Supplies	(1,731.68)
				(1,731.68)
<b>Bill Pmt -Check</b>	<b>51741</b>	<b>Warfield, Andrew</b>	<b>10101 · General Fund Checking</b>	
Bill	201903181		50730 · Community Serv Prog	(100.00)
				(100.00)
<b>Bill Pmt -Check</b>	<b>51742</b>	<b>World Book Inc</b>	<b>10101 · General Fund Checking</b>	
Bill	0001595005		50512 · AS & YS Esubscriptions	(1,666.98)
				(1,666.98)
<b>Bill Pmt -Check</b>	<b>51743</b>	<b>Shales McNutt Construction</b>	<b>10106 · B/E Operating Checking</b>	
Bill	to 6/30/19		96400 · Outdoor Renovation Project	(144,434.25)
				(144,434.25)
<b>Bill Pmt -Check</b>	<b>51744</b>	<b>DEMCO</b>	<b>10101 · General Fund Checking</b>	
Bill	P0048432		70310 · Library Supplies	(2,807.59)
				(2,807.59)
<b>Bill Pmt -Check</b>	<b>51745</b>	<b>555 Productions Inc.</b>	<b>10101 · General Fund Checking</b>	
Bill	US85417		56000 · Rutherford Trust Expenditures	(377.30)
				(377.30)
<b>Bill Pmt -Check</b>	<b>51746</b>	<b>BT AV</b>	<b>10101 · General Fund Checking</b>	
Bill	T03897630		50311 · AS Feature	(22.73)
Bill	T05127040		50311 · AS Feature	(18.37)
				(41.10)
<b>Bill Pmt -Check</b>	<b>51747</b>	<b>BT Books</b>	<b>10101 · General Fund Checking</b>	
Bill	2034636796		50120 · YS Books	(53.38)
Bill	2034637963		50120 · YS Books	(17.77)
				(71.15)
<b>Bill Pmt -Check</b>	<b>51748</b>	<b>DEMCO</b>	<b>10101 · General Fund Checking</b>	
Bill	6636108		70310 · Library Supplies	(30.92)

**Wilmette Public Library**  
**Check Detail**  
 June 2019

Type	Num	Name	Account	Paid Amount
Bill	6638281		70310 · Library Supplies	(315.08)
				(346.00)
<b>Bill Pmt -Check</b>	<b>51749</b>	<b>Findaway World</b>	<b>10101 · General Fund Checking</b>	
Bill	290262		50313 · AS Audiobooks	(1,454.76)
				(1,454.76)
<b>Bill Pmt -Check</b>	<b>51750</b>	<b>Millen Hardware</b>	<b>10101 · General Fund Checking</b>	
Bill	June 2019		70320 · Office Supplies	(431.73)
			76200 · Building Supplies	(357.79)
				(789.52)
<b>Bill Pmt -Check</b>	<b>51751</b>	<b>MTM Vending &amp; Water Cooler Services</b>	<b>10101 · General Fund Checking</b>	
Bill	2044		74151 · Equipment Maintenance	(120.00)
				(120.00)
<b>Bill Pmt -Check</b>	<b>51752</b>	<b>Quill Corp</b>	<b>10101 · General Fund Checking</b>	
Bill	8249027		70320 · Office Supplies	(321.80)
Bill	8249110		70320 · Office Supplies	(15.30)
Bill	8246951		70320 · Office Supplies	(130.18)
Bill	8263467		70320 · Office Supplies	(15.34)
Bill	8297106		70320 · Office Supplies	(141.61)
Bill	8415087		70320 · Office Supplies	(40.90)
				(665.13)
<b>Bill Pmt -Check</b>	<b>51753</b>	<b>Rowman &amp; Littlefield Publishing Group</b>	<b>10101 · General Fund Checking</b>	
Bill	11161275		50210 · AS Continuations	(138.52)
				(138.52)
<b>Bill Pmt -Check</b>	<b>51754</b>	<b>Wilmette Bicycle &amp; Sport Shop</b>	<b>10101 · General Fund Checking</b>	
Bill	47125		76200 · Building Supplies	(156.00)
				(156.00)
<b>Bill Pmt -Check</b>	<b>51755</b>	<b>Teska Associates, Inc.</b>	<b>10106 · B/E Operating Checking</b>	
Bill	9285		96400 · Outdoor Renovation Project	(2,100.00)
Bill	9584		96400 · Outdoor Renovation Project	(316.00)
				(2,416.00)
			Operating Expenditures	(239,417.43)
			Special Reserve B/E Expenditures	(316,022.85)
			Total June Expenditures	(555,440.28)

**Wilmette Public Library District**  
Budget & Appropriation Ordinance overview  
Thursday, July 11, 2019

At this month's Board Meeting we're reviewing the tentative Budget & Appropriation (B&A) Ordinance. For those who would like a little more background on the legal formality that is the B&A Ordinance, I've attached a handy primer for your review. This article succinctly defines and summarizes the differences between three of our key financial documents: the Working Budget, Budget & Appropriation Ordinance, and Annual Tax Levy.

In brief: the Levy is the instrument behind our District's portion of the property tax bill which accounts for over 94% of the Library's revenue. The Budget is the Library's financial plan for delivering its mission-driven services. **The Appropriation establishes the legal authority for the Library to spend the revenues it receives.**

Paraphrasing the attached: Library appropriations are allowed to exceed budgeted amounts and may include non-budgeted items, so if unexpected income is received by the Library, those funds can be expended. In this way, if the library receives unexpected donations or the real estate tax collection unexpectedly increases for any reason, the library would be able to legally and responsibly expend the additional funds.

**This Year's Budget & Appropriation Process**

As we've discussed in recent Board Meetings, Finance Committee Meetings, and last month's Trustee Orientation with our attorney, this fiscal year's Budget & Appropriation process is a little different from past years.

In the past, the Board has approved the Working Budget together with the Appropriation Ordinance. This method can be confusing and may require subsequent correction. This year we will approve these two documents separately: the FY19-20 Working Budget was approved at the June 16 Regular Meeting, and the FY19-20 B&A Ordinance is slated for approval at the August 20 Regular Meeting.

Historically our Working Budget and B&A have been identical; the documents and numbers were the same, and the appropriation overage was accounted for as a contingency. At the June 16, 2019, Trustee Orientation meeting with our attorney, Roger Ritzman, he explained that appropriations can (and should) range above the Library's working budget to allow the Library the legal authority to responsibly allocate and spend the income it receives in fulfillment of its mission. He explained that there's no magic formula for the appropriation; in some budget lines a Library may appropriate more than others.

This year, for our first foray into this method, we've used a flat 10% buffer to each line of the budget to arrive at our tentative B&A numbers. We've selected 10% as this is typically the amount +/- that our budget lines may vary at year end. In our tentative B&A, two budget lines deviate from the 10% buffer:

1. Budget line *I. L. Grant Expense* is intentionally set significantly higher in the event we apply for/receive a grant.
2. After reviewing our year-end financials, we recommend appropriating 10% over the actual expenditures for line *II. H. Employee Health Insurance* this past year. Trending suggests that employee health insurance costs will continue to rise; our next increase could be 7-10% when we're up for renewal in January 2020. This past year, our expenses in this line rose as some eligible employees added dependent coverage.

- Our FY18-19 and FY19-20 budget for this line is \$548,300.
- In FY18-19 we spent \$605,213.36 (approximately 10.3% above the budget).
- Using the flat 10% formula, our FY19-20 appropriation for this line would be \$603,130.
- We recommend increasing this to \$665,735 (10% above the FY18-19 expenditure).

To be clear: we're not proposing a change to the budget despite our year-end total in this line for FY18-19, but we do feel that we should have extra security in the appropriation based on the market for the second half of the fiscal year.

Our attorney, Roger Ritzman, has reviewed the attached tentative Budget & Appropriation Ordinance.

#### Comparative Budget & Appropriation Procedure Calendar

<b>ACTION</b>	<b>FISCAL YEAR 2018-19 (July 1, 2018 - June 30, 2019)</b>	<b>FISCAL YEAR 2019-20 (July 1, 2019 - June 30, 2020)</b>
Schedule Finance Committee meeting to review budget & tentative B&AO	March 20, 2018 Board meeting action item; meeting date established via email	March 19, 2019 Board meeting action item; meeting date established via email
Post meeting notice on legal bb, web page, Metra station, Village Hall at least 2 days prior to meeting	May 10, 2018	April 11, 2019
Conduct Finance Committee meeting to review budget & tentative B&AO	May 15, 2018 before Board meeting	April 15, 2019 before Board meeting
Approve budget & tentative B&AO as separate action items; B&AO includes public hearing date	June 19, 2018 Board meeting	June 18, 2019 (Budget), July 16, 2019 (B&A) Board meetings
Send approved tentative B&AO to attorney for review	After June 2018 meeting	Before/After July 2019 meeting
Post tentative B&AO on legal bb & web page	After attorney review	After attorney review
Publish public hearing notice in legal section of newspaper at least 30 days before public hearing	Sun Times, June 22, 2018	Sun Times, July 18, 2019
Post public hearing notices on legal bb, web page, Metra station, Village Hall at least 30 days before hearing	June 22, 2018	July 18, 2019
Conduct public hearing 15 minutes before meeting	July 24, 2018 meeting	August 20, 2019 meeting
Approve final B&AO as action item	July 24, 2018 meeting	August 20, 2019 meeting
Send final B&AO to attorney	After July 2018 meeting	After August 2019 meeting
Publish final B&AO in legal section of newspaper	Wilmette Beacon, August 3, 2018	Wilmette Beacon, August 2019
Post final B&AO on legal bb & web page	After July 2018 meeting	After August 2019 meeting
File final B&AO with County Clerk within 30 days of approval	After July 2018 meeting	After August 2019 meeting



## **Library Law: Budgeting, Appropriating, and Levying**

By Gerard E. Dempsey and Janet N. Petsche

June 6, 2007

The first lesson learned by new library trustees and library administrators should be that a library cannot survive without a real estate tax levy. The second lesson should be that without appropriating for the expenditure of the taxes collected, they cannot be spent. This article will review the budgeting, appropriating and levying procedures for both local libraries and library districts.

### **Budgeting**

There are no statutory directions for the preparation of a basic budget for either local libraries or library districts. A budget may be prepared by the library director or administrator, the library's accountant, a committee of the board of library trustees, the board's treasurer or the entire board, but what is produced has to be a document showing reasonable estimates of the dollars that will be spent in the coming fiscal year and reasonably specific descriptions of the costs and expenses that will be paid for. Most libraries separate expenditures into categories covering salaries, benefits, materials, equipment, utilities, consultant services, capital expenditures *etc* . Although the dollar amounts listed are estimates, they generally reflect past experience of annual increases in costs. However, appropriations can be an expression of what would be spent if sufficient funds become available.

Local libraries and library districts may use the same method in preparing a budget, but Illinois statutes require that they take different steps in order to appropriate funds and impose a tax levy.

### **Appropriating and Levying for Local Libraries**

The Illinois Local Library Act requires that within 30 days after the expiration of their municipality's fiscal year, local libraries must present a report to the city council, village board of trustees or board of town trustees (the "corporate authorities") that states the amounts the library wants the corporate authorities to include for library purposes in the municipality's appropriations for the ensuing fiscal year.<sup>[1]</sup> The report must also be sent to the Illinois State Library.

When listing appropriation amounts, board members and administrators should be aware that a local library's appropriations are allowed to exceed budgeted amounts and may include non-budgeted items, so if unexpected income is received by the Library, those funds can be expended. In this way, if the library

receives unexpected donations or the real estate tax collection unexpectedly increases for any reason, including the passage of a referendum, the library would be able to expend the additional funds.

In the same report in which the local library lists its appropriations, it should report, among many other required items, the amount the library board believes it will be necessary for the corporate authorities to levy for library purposes in the municipality's next annual levy ordinance. Because a municipality's levy ordinance must be filed with the county clerk on or before the last Tuesday in December each year, some library boards confirm the levy by adopting a resolution closer to the date that the levy ordinance is to be adopted. After its adoption, the library is to forward a certified copy of the resolution to the corporate authorities, advising them to include the library's levy amount in the municipality's levy ordinance.

While the law requires the corporate authorities to levy the amount requested by a local library, without diminution,<sup>[1]</sup> the county clerk will, if requested in writing by the corporate authorities of non-home rule villages (as opposed to cities and towns), be required to impose a separate limiting rate under the Property Extension Limitation Law ("PTELL") directly on the library's requested levy.<sup>[1]</sup> If the corporate authorities in these non-home rule villages do not make such a request, the library's levy amount will be subject only to the limits imposed by PTELL, proportionally distributed among all of the funds of the municipality.

### **Appropriating and Levying for Library Districts**

The law requires that a library district adopt an ordinance combining budget and appropriations, including a statement of cash on hand, an estimate of cash to be received from all sources during the fiscal year, an estimate of expected expenditures and a statement of the estimated cash expected to be on hand at the end of that year.<sup>[1]</sup> The library's ordinance must be adopted within the first quarter of the fiscal year, but no later than the fourth Tuesday of September.<sup>[1]</sup>

At least 30 days before adoption, a tentative budget and appropriation ordinance must be posted at the library and notice of a public hearing on the budget and appropriations must be published. The notice should state the time and place of the meeting and where copies of the tentative ordinance can be obtained. Within 30 days after the budget and appropriation ordinance is adopted, the library must file a certified copy with the county clerk. A certified copy of the ordinance must also be published after its adoption.

Administrators and board members should note that the law allows the transfer from one appropriation to another appropriation so long as the amount transferred does not affect the total amount appropriated and does not exceed 10% of the total appropriation in the fund.<sup>[1]</sup> The transfer may be made by adopting an ordinance with the approval of 2/3ds of all of the library trustees present and voting at any meeting of the library board.

If a budget and appropriation ordinance must be amended, the procedure to adopt the original document must be followed. In other words, notice of a public hearing must be published, a tentative amended ordinance must be posted and a public hearing must be held before adoption of the amendment.

After publication of the budget and appropriation ordinance, a library district must adopt its levy ordinance on or before the first Tuesday in December. Before adoption of the tax levy ordinance, the library board must determine if it must hold a public hearing pursuant to the Truth in Taxation Act that requires such a hearing if the amount levied increases or decreases the prior year's extension by more than 5%.<sup>[1]</sup> Notice of such hearing, in the form dictated by that Act, must be published not less than 7 and not more than 14 days before the hearing is held. Upon adoption of the levy ordinance, the library must file a certified copy of the levy ordinance with the county clerk, on or before the last Tuesday in December.

The importance of following these procedures for appropriating and levying is clear when it is understood that a county clerk may refuse to levy taxes if appropriate deadlines are not met and that even a minor deviation from the required procedures can be the basis for a tax rate objection brought by taxpayers, seeking a refund of collected taxes.

Library administrators and board members should make every effort to schedule adoption of the required documents, allowing enough time to meet deadlines, even if faced with unexpected contingencies.

### **About the Authors**

Gerard Dempsey and Janet Petsche are partners with the law firm of Klein, Thorpe & Jenkins, Ltd. which is an Illinois law firm with offices in the Civic Opera Building at 20 North Wacker Drive in Chicago and at 15010 S. Ravinia, Orland Park. The firm concentrates in the representation of local libraries, library districts and library systems, as well as other local governmental units.

### *Footnotes*

[1] 75 ILCS 5/4-10.

[2] See *Rockford v. Gill*, 75 Ill.2d 334 (1979).

[3] 35 ILCS 200/18-195.

[4] 50 ILCS 330/3 (Library Districts must follow the dictates of the Illinois Municipal Budget Law as well as the directions in the Illinois Public Library District Act of 1991 (75 ILCS 16/1-1 *et seq.*)).

[5] 75 ILCS 16/30-85.

[6] 50 ILCS 330/3.

[7] 35 ILCS 200/18-80 *et seq.*

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THE BOARD OF LIBRARY TRUSTEES OF THE  
WILMETTE PUBLIC LIBRARY DISTRICT  
COOK COUNTY, ILLINOIS

ORDINANCE NO. 2019/20-193

TENTATIVE  
COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE  
FOR LIBRARY PURPOSES FOR THE FISCAL YEAR 2019-2020

WHEREAS, the Illinois Municipal Budget Law, ILCS, Chap. 50, Sec. 330/1, et seq., as amended, requires all Illinois Municipal corporations to adopt a combined annual budget and appropriation ordinance specifying the objects and purposes of expenditures; and the Illinois Public Library District Act, ILCS, Chap. 75, Secs. 16/35-5 and 16/30-85, provides procedures for the passage of a budget and appropriation ordinance and a tax levy ordinance; and

WHEREAS, pursuant to the above and other statutes, an ordinance has been prepared in tentative form and made available for public inspection at least thirty (30) days prior to the adoption thereof, and a public hearing on said budget and appropriation ordinance has been held prior to final action hereon, and notice of said hearing was published at least thirty (30) days prior to said hearing in a newspaper published within the District;

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois, as follows:

Section 1. The following budget containing an estimate of all receipts of said Library District, and of the expenditures therefrom, be and the same hereby is adopted as the budget for said District for the fiscal year beginning July 1, 2019 and ending June 30, 2020, and the same sums are hereby appropriated as necessary to defray said expenses and liabilities of the Library District, for the objects and purposes indicated for the said fiscal year:

**TENTATIVE Budget & Appropriation Ordinance for Fiscal Year 2019-20 (page 2)**

**FUND BALANCES, estimated July 1, 2019**

General Fund Balance	9,141,764	
Municipal Retirement & Social Security	438,048	
Audit	7,095	
Liability Insurance	38,231	
Wilmette Public Library Endowment Fund	37,245	
Special Reserve Fund	5,785,982	
		15,448,365

**ESTIMATE OF REVENUE EXPECTED TO BE RECEIVED DURING FISCAL YEAR**

1. Tax Income-Current Levy Receipts*	5,428,251	
2. Other General Fund Income (Fines, Donations, Per Capita Grant, etc.)	451,859	

**TOTAL ESTIMATE OF REVENUE** 5,880,110

\* Item 1 is based totally on levy, as filed. Amount indicated may not be fully collected.

**ESTIMATE OF EXPENDITURES**

**I. PATRON MATERIALS/SERVICES - GENERAL FUND**

A. Books/Continuations	336,050	
B. Library of Things	5,500	
C. Audio Visual Materials	125,400	
D. Periodicals	64,350	
E. Electronic Resources - AS & YS	440,000	
F. Computer Software	15,400	
G. Electronic Service Providers	134,200	
H. Programming	66,000	
I. Interlibrary Loan	1,320	
J. Newsletter	44,000	
K. Promotion	11,000	
L. Grant Expense	5,000	
M. Rutherford Trust	9,900	
N. Friends Purchases	31,680	

**II. PERSONNEL - GENERAL FUND**

A. Librarian Salaries	1,736,575	
B. Non-Librarian Salaries	1,645,035	
C. Custodial Salaries	220,305	
D. Professional Memberships	7,150	
E. Continuing Education Registration	11,000	
F. Travel/Mileage	38,500	
G. Staff Development	33,000	
H. Employee Health Insurance	665,735	

<b>TENTATIVE Budget &amp; Appropriation Ordinance for Fiscal Year 2019-20 (page 3)</b>			
<b>III. OPERATION - GENERAL FUND</b>			
A. Fees (p/r, bank, credit card)		17,600	
B. Professional Fees		22,000	
C. Library Supplies		38,500	
D. Office Supplies		49,500	
E. Copiers		30,800	
F. Printing		12,100	
G. Postage/Shipping		6,600	
H. Telephone		14,300	
I. Equipment/Furnishings/Computers		137,500	
J. Equipment/Computer/Security System Maintenance		94,600	
K. Property/Casualty Insurance		27,500	
L. Building/Grounds Improvement		22,000	
M. Building Supplies		26,400	
N. Building Maintenance		93,500	
O. Building Maintenance Contracts		110,000	
P. Grounds Maintenance		49,500	
Q. Parking Lot Rent		13,200	
R. Utilities		23,100	
S. Sales and Use Tax		110	
<b>TOTAL ESTIMATE OF GENERAL FUND EXPENDITURES</b>			<b>6,435,910</b>
<b>IV. CONTINGENCY - GENERAL FUND</b>		<b>400,000</b>	<b>400,000</b>
<b>V. TRANSFER TO B/E SPECIAL RESERVE FUND FROM GENERAL FUND</b>			
Specific fund for library site, building, equipment accumulated according to ordinance pursuant to 75 ILCS 16/40-50		200,000	200,000
<b>VI. B/E SPECIAL RESERVE FUND - CAPITAL IMPROVEMENTS</b>			
A. Renovate Interior Space & Update Furnishings (D, I*)		3,300,000	
B. Upgrade Computer Network, Materials Handling & Signage (A, B, F*)		700,000	
C. Improve and/or Maintain Building & Parking (C, E, H*)		1,000,000	
D. Update Hardscape and/or Landscape (G*)		1,000,000	
* See Resolution 2017/18-192, Amending a Plan & Estimating Costs			6,000,000
<b>VII. SPECIAL FUNDS LEVIABLE IN ADDITION TO GENERAL FUND</b>			
A. Municipal Retirement-Social Security pursuant to 40 ILCS 5/7 - 171			
1. Municipal Retirement		295,000	
2. Social Security		220,000	
B. Audit Expense pursuant to 50 ILCS 310/9		11,000	
C. Liability Insurance, including Worker's Compensation and Unemployment Insurance pursuant to 745 ILCS 10/9 - 107		44,000	
<b>TOTAL SPECIAL FUNDS LEVIABLE IN ADDITION TO GENERAL FUND</b>			<b>570,000</b>
<b>AGGREGATE TOTAL APPROPRIATED</b>			<b>13,605,910</b>
<b>Section 2. There is hereby appropriated from the taxes to be levied for the fiscal year and other sources of income in the sum of</b>			
<b>THIRTEEN MILLION SIX HUNDRED FIVE THOUSAND NINE HUNDRED TEN DOLLARS</b>			
among the several corporate objects and purposes herein above specified for said District purposes for the Fiscal Year 2019-20.			

Section 3. All unexpended balances of proceeds received annually from public library taxes not in excess of statutory limits may be transferred to the Special Reserve Fund, heretofore established according to ILCS, Chap. 75, Sec. 16/40-50, pursuant to plans developed and adopted by this Board, and said unexpended balances shall be accumulated in this Fund for the purpose of erecting or purchasing a new library building, purchasing a site for the same, or building an addition thereto, or furnishing necessary equipment therefor.

Section 4. Except as otherwise provided by law, no further appropriations shall be made at any other time within such fiscal year provided that this Board may from time to time make transfers between the various items in any Fund, or appropriations in excess of those authorized by the budget in order to meet an immediate and unforeseen emergency, by two-thirds (2/3) vote of all the trustees, as provided by ILCS, Chap. 75, Sec. 16/30-90, et seq., and this Board may amend this budget and appropriation ordinance, from time to time by the same procedure as prescribed by statute for the original adoption of a budget and appropriation ordinance; provided that nothing in this Section shall be construed to permit transfer between Funds required by law to be kept separate. Any remaining balances after the close of the fiscal year shall be available until August 30th for the authorization of the payment of obligations incurred prior to the close of the fiscal year, and until September 30th for the payment of such obligations or for the transfer of un-expendable balances thereof to be accumulated, as provided by ILCS, Chap. 75, Sec. 16/30-90.

Section 5. A copy of this ordinance in tentative form has been available for public inspection at the Library for thirty (30) days, and notice of said hearing has been given by posting for thirty (30) days, and by publication in a newspaper published within this District in substantially the following form:

THE BOARD OF LIBRARY TRUSTEES OF THE  
WILMETTE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS

Public notice is hereby given that a public hearing will be held on the proposed annual budget and appropriation ordinance for the fiscal year July 1, 2019 to June 30, 2020 at the following place and time: Wilmette Public Library, 1242 Wilmette Avenue, Wilmette, Illinois, at 7:15 p.m., on the 20<sup>th</sup> day of August, 2019. The said ordinance shall be available for public inspection for at least thirty (30) days prior thereto at said Library during regular library hours.

Dated this 16<sup>th</sup> day of July, 2019

/s/ Stuart Wolf  
Secretary pro-tem

Section 6. This ordinance is passed pursuant to statutory authority and the Illinois Public Library District Act, ILCS, Chap. 75, Sec. 16/35-5, et seq., and Sec. 16/40-50; and the Illinois Revenue Code, ILCS, Chap. 35, Sec. 205/157, et seq., and other statutes appertaining thereto.

Section 7. This ordinance shall be in full force and effect from and after its passage and approval according to law, and any resolutions or ordinances in conflict therewith are hereby repealed; and should any part of this ordinance be adjudged invalid or unconstitutional, such adjudication shall affect only that part of this act specifically covered thereby, and shall not affect any other provision or parts of this act, which shall be severable therefrom.



**Wilmette Public Library District**

FY18-19 Amended Budget & Appropriation Ordinance overview

Friday, July 12, 2019

In addition to the review of our tentative Budget & Appropriation (B&A) Ordinance for FY19-20, at this month's Board Meeting, we're also due to amend our FY18-19 B&A Ordinance.

As we've explained previously, the Board has historically approved the Working Budget together with the Appropriation Ordinance. This method can be confusing and may require subsequent correction. The attached FY18-19 Amended B&A exemplifies this case.

Since our Working Budget and B&A were identical documents using the same numbers, variations to budget line items require the budget and appropriation overage to be accounted for from contingency to balance the budget. Our FY18-19 B&A allocated \$400,000 to contingency for such purposes.

As reported in this month's Financial Report, total General Fund expenses for FY18-19 came in at 95.13% at year-end - slightly less than the expected twelve-month rate of 100.00%. Several accounts finished the Fiscal Year ahead of the twelve-month rate; some are close to the full year budget amount or just past 100%:

Account 50500 (Books) is at 105.3% due to purchases for e-books and e-subscriptions.

Account 58500 (Friends Purchases) is over budget due to the timing of purchases for Summer Reading Club items.

Account 66000 (Insurance – Employee) is at 110.11% due to more staff opting for family and dependent coverage during the year.

Account 67000 (Employee Paid Expenses) is at 117.93% of budget; this account reflects payments for employee-funded expenses such as FSA and Dependent Care FSA payments, and the expenses are completely offset by paycheck deductions, which are recorded as income in account 47000 (Miscellaneous Income.)

Accounts 70400 (Copiers), 70600 (Postage/Shipping), 74150 (Equipment/Computer Maintenance), 76200 (Building Supplies), and 76450 (Parking Lot Rent) all reflect slightly more use of resources than expected.

Details of these expense lines are available in the WPL Expenditure Actual vs. Budget document behind tab 3 in the July 16, 2019 Board Meeting packet.

To balance these budget lines, the FY18-19 B&A Ordinance is being amended as follows:

Line item for the following account DECREASED as follows:

Contingency - General Fund by \$104,350.00 (from \$400,000.00 to \$295,650.00)

Line items for the following accounts INCREASED as follows:

50100 Books by \$3,500.00 (from \$275,000.00 to \$278,500.00)

50500 Electronic Resources by \$25,000.00 (from \$475,000.00 to \$500,000.00)

54000 Grant Expense by \$1,200.00 (from \$0.00 to \$1,200.00)

58500 Friends Purchases by \$8,000.00 (from \$28,800.00 to \$36,800.00)

66000 Insurance – Employee by \$53,000.00 (from \$523,300.00 to \$576,300.00)

67000 Employee Paid Expenses by \$4,500.00 (from \$25,000.00 to 29,500.00)

70400 Copiers by \$3,000.00 (from \$28,000.00 to \$31,000.00)

76000 Postage/Shipping by \$600.00 (from \$6,000.00 to \$6,600.00)

- 74150 Equipment/Computer Maintenance by \$1,750.00 (from \$122,000.00 to \$123,750.00)
- 76200 Building Supplies by \$3,000.00 (from \$24,000.00 to \$27,000.00)
- 76450 Parking Lot Rent by \$800.00 (from \$12,000.00 to \$12,800.00)

The FY18-19 B&A expresses these budget lines in a simplified alphabetical method, therefore the attached document reports the same amendment figures above as follows:

Line item for the following account DECREASED as follows:

Contingency - General Fund by \$104,350.00 (from \$400,000.00 to \$295,650.00)

Line items for the following accounts INCREASED as follows:

I. PATRON MATERIALS/SERVICES

- A. Books by \$3,500.00 (from \$275,000.00 to \$278,500.00)
- E. Electronic Resources-AS & YS by \$25,000.00 (from \$475,000.00 to \$500,000.00)
- L. Grant Expense by \$1,200.00 (from \$0.00 to \$1,200.00)
- N. Friends Purchases by \$8,000.00 (from \$28,800.00 to \$36,800.00)

II. PERSONNEL

- H. Employee Health Insurance by \$57,500.00 (from \$548,300.00 to \$605,800.00)

III. OPERATION

- E. Copiers by \$3,000.00 (from \$28,000.00 to \$31,000.00)
- G. Postage/Shipping by \$600.00 (from \$6,000.00 to \$6,600.00)
- J. Equipment/Computer Maintenance by \$1,750.00 (from \$122,000.00 to \$123,750.00)
- M. Building Supplies by \$3,000.00 (from \$24,000.00 to \$27,000.00)
- Q. Parking Lot Rent by \$800.00 (from \$12,000.00 to \$12,800.00)

Going forward, by separating the Working Budget document and approval from the B&A document and approval, staff anticipates that amendments/actions such as the attached will be rare.

Our attorney, Roger Ritzman, has reviewed the attached Amended FY18-19 Budget & Appropriation Ordinance.

**THE BOARD OF LIBRARY TRUSTEES OF THE WILMETTE PUBLIC LIBRARY DISTRICT COOK COUNTY, ILLINOIS**

**ORDINANCE NO. 2019/20-194**

**ORDINANCE AMENDING THE BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL YEAR 2018-19**

WHEREAS, the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois, by Ordinance No. 2017/18-189 adopted a Combined Annual Budget and Appropriation Ordinance for the fiscal year beginning July 1, 2018 and ending June 30, 2019 (B&A Ordinance); and

WHEREAS, recent reviews of expenditures reflected expenditures in amounts greater than the amounts stated in the B&A Ordinance; and

WHEREAS, the Board of Library Trustees hereby determines that the B&A Ordinance should be amended to reflect expenditures made during the fiscal year ended June 30, 2019.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF LIBRARY TRUSTEES OF THE WILMETTE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS AS FOLLOWS:

1. The B&A Ordinance be and hereby is amended in the following respects:

A. The line item in the B&A Ordinance for Contingency-General Fund is decreased from \$400,000 to \$295,000 (decrease of \$104,350);

B. Certain line items in the B&A Ordinance are increased in the total amount of \$104,350 as follows:

I. PATRON MATERIAL SERVICES

A. Books by \$3,500.00 (from \$275,000.00 to \$278,000.00)

E. Electronic Resources-AS & YS by \$25,000.00 (from \$475,000.00 to \$500,00.00)

L. Grant Expense by \$1,200.00 (from \$0.00 to \$1,200.00)

N. Friends Purchases by \$8,000.00 (from \$28,800.00 to \$36,800.00)

II. PERSONNEL

H. Employee Health Insurance by \$57,500.00 (from \$548,300.00 to \$605,800.00)

III. OPERATION

E. Copiers by \$3,000 (from \$28,000 to \$31,000)

G. Postage/Shipping by \$600.00 (from \$6,000.00 to \$6,600.00)

J. Equipment/Computer Maintenance by \$1,750.00 (from \$122,000.00 to \$123,750.00)

M. Building Supplies by \$3,000 (from \$24,000.00 to \$27,000.00)

Q. Parking Lot Rent by \$800.00 (from \$12,000.00 to \$12,800.00)

2. All portions of the B&A Ordinance inconsistent with the foregoing are amended in the same manner and to the same extent.

3. In all respects, the B&A Ordinance remains in full force and effect.

4. This Ordinance is effective on its adoption.

PASSED by the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois, on the 16<sup>th</sup> day of July, 2019 by a vote of:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED:

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President or President pro-tem  
Board of Library Trustees of the Wilmette Public Library District  
Cook County, Illinois

ATTEST:

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Secretary or Secretary pro-tem  
Board of Library Trustees of the Wilmette Public Library District  
Cook County, Illinois

SECRETARY CERTIFICATE

I, \_\_\_\_\_, DO HEREBY CERTIFY that I am the duly elected, qualified and serving Secretary or Secretary pro-tem and as such keeper of the books and records of the Board of Library Trustees of the Wilmette Public Library District, Cook County, Illinois; and

I DO FURTHER CERTIFY that the above attached ORDINANCE NO. 2019/20-194, ORDINANCE AMENDING THE BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL YEAR 2018-19 is a true and correct copy of said ordinance which was presented, passed, and recorded by said Board at their meeting on July 16, 2019 by a vote of:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Dated this 16<sup>th</sup> day of July, 2019.

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Secretary or Secretary pro-tem  
Board of Library Trustees of the Wilmette Public Library District  
Cook County, Illinois

## Wilmette Public Library Director's Report – July 16, 2019

Anthony Auston, Director

### **Spotlight:** *Summer Reading Club 2019: A Universe of Stories*

Since school let out for the summer, the second floor has been buzzing with families looking for recreational reading. The Youth Services department is decorated with colorful planets and sparkling stars for our space-oriented Summer Reading theme, “A Universe of Stories.” Pre-readers and independent readers through grade 9 can choose a free book when they complete a 20-day reading log, earning up to three books this summer.

Summer Reading Club officially kicked off at a celebration on Saturday, June 15 with space-themed activities and three performances by the band ScribbleMonster. Dr. Kerry Paterson, Postdoctoral Associate at Northwestern, gave presentations about star folklore during the event, which was attended by about 100 people. As of July 1, we have registered over 1200 youth for the program.

Our full calendar of programs scheduled for the busy summer months is available online:  
<https://www.wilmettelibrary.info/events/spotlight/summer-reading-club>

Summer Reading Club is generously sponsored by the Friends of the Wilmette Public Library.

### **Strategic Plan Updates**

#### **Objective 1.1: Beginning October 2018, expand provision of library materials and programs outside of the established library facility.**

1. Summer Reading Club outreach continued in June, and found children's librarian Alice Joseph visiting all of our schools to promote the program. From late May through early June she visited Marie Murphy Middle School to talk to 150 6th and 7th grade students, and Romona Elementary to present to all 535 students (including the early childhood program) in six auditorium presentations. At Romona she was joined by the Glenview Library school liaison librarian. She delivered 460 summer brochures to Avoca Elementary School and 480 summer brochures to the Sears School to be distributed to students.

2. Youth Services librarian Ruth Bell conducted eight outreach visits to preschools and daycares in June 2019, presenting storytime and STEM activities to 165 people. Youth Services librarian Alice Joseph visited several area elementary schools in June to promote the Summer Reading Club. Her audiences in June totaled over 1700 students and teachers.

3. On Monday, June 3, two kindergarten classes from St. Joseph School's visited the Library for a tour of Youth Services and a story time.

4. Jill Mckeown, Martha Birkhold, Joan Olson, and Professor Plum represented the library at the French Market in Wilmette on June 8. The library had books, stickers, and sunglasses to give to adults and children who visited the table. Summer Reading Club was promoted and approximately 30 children, 25 adults, and 10 teens signed up for the clubs. Staff members also promoted the ebook collections and answered questions about the Outdoor Renovation Project.

5. On June 9, Children's Librarian Laura Antolin and Teen and Adult Librarian Krista Hutley promoted books and Library services at a family event called the Pride Picnic, sponsored by a Glenview organization called Youth Services. The annual picnic is open to those in the North Shore community who identify as LGBTQ+ or an ally, mostly youth and their families. We had a rainbow bookmark craft, coloring sheets, and various giveaways including bookmarks of LGBTQ+ fiction and nonfiction for teens and tweens (the largest audience of the Pride Picnic outside of parents). The Pride Picnic was a great way to connect with YSGN staff, the other organizations at tables (one was the Glenview Public Library), and some local LGBTQ+ community members who may not have thought about the Wilmette Public Library as a resource. WPL staff had interesting conversations with transgender teenagers, and teachers and parents. Staff hopes those who attended the picnic will remember Wilmette Library being a supportive place in the future.

6. Adult Services Librarian Jenny Klein will staff the visiting librarian service at Mather Place retirement community. The service will begin in August and will continue on the third Tuesdays of the month. This pilot program is intended to assist residents in making full use of library services and programs. Reference services, help with the online catalog, and instruction on the downloadable and streaming collections will be provided.

**Objective 1.4: By November 2020, explore ways to connect local government, non-profits, businesses, and individuals with relevant community resources.**

As a result of the meeting on June 13, the Chamber will add a link to SCORE from their website. Julie Yusim will highlight the webinars SCORE produces on various business topics and will reach out to the SCORE northern area manager Al Blitz to talk about having SCORE present at some of their morning meetings. Mark Lieberman will present at the fall kickoff monthly breakfast meeting and Nancy Wagner will demonstrate the links to the Library's resources. This should increase awareness of both these services.

**Objective 2.2: By March 2019, develop a flexible, functional, and inviting interior space plan that preserves core services while meeting the evolving expectations of our community.**

Staff has begun to shelve face-out books on the lower level to increase visibility and circulation. We are cross-promoting digital resources in the World Languages collection, including promotion of Mango Languages as a world language study and an ELL (English Language Learner) platform. Adult Services is collaborating with Community Services on two programs to provide a display of materials of interest for checkout at select programs and events.

**Objective 3.3: Beginning April 2019, develop intergenerational opportunities for youth and adults to work together on a shared goal.**

In June, we continued to offer monthly intergenerational programs Everyone Makes and Drop-In Chess. This summer Youth Services has scheduled Family Tech Playground and Sing Together programs. On August 9, families are invited to join us when we bring Sing Together to the residents of Mather Place.

**Objective 3.4: By August 2019, develop a comprehensive plan to integrate diversity into library programming, services, and staff.**

The Diversity and Inclusion Committee convened its first meeting on June 27. The committee consists of Anthony Auston, Mike Boone, Rebecca Vrana-Naquin, Patsy DeVuono, Krista Hutley, Christine Hightower, Rosemarie Hohol and Stephen Koebel (chair). The committee discussed development of a Diversity Statement as a starting point in creating a comprehensive plan to integrate diversity into library programming, services, and staff. This project will help to complete the Diversity and Inclusion section of the Strategic Plan.

**4.4: By December 2019, equip staff with professional development tools and leadership opportunities, and support individual paths for career growth**

Selectors in Adult and Youth Services attended two training sessions on CollectionHQ on June 10 and 13. CollectionHQ is a software product that uses an Evidence Based Stock Management (EBSM) approach to collection development. The product gives libraries data management tools that help to effectively analyze collections. Selectors can use the data to efficiently manage the collection development process with the ultimate goal of making the collection more patron focused.

Librarians in Adult and Youth Services attended a two hour workshop on LEAP presented by Meiko Landers, Member Services Librarian from CCS, on June 17. This advanced workshop was focused on using LEAP features to search the library's collection efficiently and effectively. This hands-on training gave attendees the opportunity to save individualized power searchers to their own profiles resulting in quicker and more tailored responses to patron requests.

Andrea Vaughn Johnson and Jill McKeown attended the American Library Association Conference in Washington, DC on June 20-25.

**Objective 5.3: By March 2019, develop a set of tools to evaluate how the Library’s services, collections, and programs are meeting the needs of the community.**

Gayle Rosenberg Justman continued implementation of our new collection analytics software, Collection HQ. Adult and Youth Services librarians attended 3 trainings this month, which gave staff an overview of how to use Collection HQ to learn more about how our collection is used and how to better meet patron demand.

Staff continued our Program Evaluation pilot program using both in-house surveys as well as those created by PLA’s Project Outcome toolkit to begin evaluating library programs and services. The first 6 month phase will evaluate Summer Reading Club and Digital Universe classes using Project Outcome surveys, and will evaluate Money Smart Week, One Book Everybody Reads, and American Creed programming using either in-house surveys or those provided by the sponsoring organization.

## **Collections**

In June, staff added 1,052 adult books, 49 teen books, and 751 youth books for a total of 1,852 books (an increase of 59 books over May). We added 251 adult AV items and 11 youth AV items, for a total of 262 AV items (a decrease of 124 AV items over last month’s total). Both the Adult and Youth Services continue to steadily withdraw materials. In fact, as we have done in the past three months, we withdrew more books than we added in June. 1,691 adult books and 7 teen books were withdrawn along with 2,257 youth books, for a total of 3,955 books (an increase of 945 books over last month’s total). 255 adult AV items, 4 teen AV items, and 21 youth AV items were withdrawn, for a total of 280 AV items (a decrease of 367 AV items over last month’s total). The aggressive weeding of the adult Book on CD collection has finished, so we are back to “normal” amounts of AV withdrawals.

While staff will continue to evaluate and report comparative statistics following the end of our fiscal year on June 30, we’re excited to see the growing popularity of our downloadable, streaming and always-available digital collections. Comparing FY 17-18 to FY 18-19, each of these services saw marked growth:

- Hoopla (movies, TV, music, and ebooks/audiobooks/graphic novels) up 60%
- Kanopy (movies and TV) up 38%
- Overdrive (ebooks, audiobooks) up 20%
- Recorded Books/RBDigital (audiobooks and magazines) up 44%

Rosemarie Hohol revised the call numbers for all of the titles (in all formats that we own) on District 39’s 4<sup>th</sup> Grade Reading Rally, 5<sup>th</sup> Grade Reading Challenge, and 6<sup>th</sup> Grade Reading Challenge lists. She also revised the call numbers of the titles coming off the lists.

Shelving staff were able to shift the lower level collections enough to allow for shelves at eye level to be used for book displays. The pilot areas include the 800s and the 000 – 299s. With continued collection maintenance we expect to be able to have displays like this throughout the lower level.

Shifting in the first floor fiction room continues to make room for the eventual move of the science fiction books.

Youth Services installed new bookends in the Youth nonfiction collection to replace the flimsy bookends that were difficult to shift and broke under the weight of heavier books. Staff plans to replace the bookends in the picture book area next.

We have four new carts to be used as pick-up carts for patrons to place unwanted items. There are two on the lower level, one in the fiction room, and one in the teen room. This, along with new bookends, should help keep the shelves in better order.

MyMediaMall (our Overdrive ebook consortium) was re-branded as the Digital Library of Illinois on July 1. All of the content, services, and procedures remain the same for end users, though the back-end management of the service shifted to a consortial library-managed model from its previous consultant-administered model. Stephen Koebel updated existing links on the website as the redirects to dlil.overdrive.com were introduced. Adult and Digital Services staff have been fielding patron questions about the changeover. Overall, there were no service interruptions and minimal confusion.



## Programs

During the break between spring and summer storytime sessions, musical performances from the Old Town School of Folk Music and Wendy and DB kept our littlest patrons singing and dancing. 327 caregivers and children attended four “Movin’ and Groovin’” performances in June.

Our Wednesday Fun Shows in the auditorium have begun! On June 19, conservationists from Incredible Bats taught 151 patrons about the animals they presented, including fruit bats, lizards, sugar gliders, baby opossum, and a skunk (with scent glands removed).

Plans are finalized for this year’s *Meet The Author* event: Best-selling author Susan Orlean will be visiting Wilmette on October 19 at 2:00pm at Wilmette Junior High School Auditorium. Her most recent book, *The Library Book*, was nominated for the Andrew Carnegie Nonfiction Prize and the Los Angeles Times Book Prize, and was named a New York Times Notable Book of 2018, as well as a Washington Post Top 10 Book of the Year. The book will be adapted by Ms.Orlean for a forthcoming television series with Paramount TV.

## Technology

CVI successfully installed and tested the new chassis switch infrastructure on Saturday, June 8 after hours, with no impact to public service.

Stephen Koebel completed development of our new Library App, which launched in late June. The app (featured in the July/August issue of *Off the Shelf*) offers familiar features, including access to My Account, Catalog searching, and our Events Calendar, and provides improved user-experience-based functionality, including an enhanced catalog search. The product is part of our Communico suite, the same infrastructure behind our Events Calendar. Our older Boopsie app has been removed from the app stores and will no longer be supported; users who already have it installed on their devices may retain access. In addition to the above enhancements, switching from the Boopsie/Demco app to Communico saved the Library \$3,820 annually.

## Building

Patrons are rediscovering our remote book drops at Plaza del Lago and the Community Recreation Center since the colorful new vinyl wraps were applied in early June. Sarah Rose created the attractive design, Jim Kaspari installed the wraps, and Rick Merrell installed the new boxes.

Following Board approval of the Memorandum of Understanding between the Library and CTA in February, the Library finally received a countersigned agreement and go-ahead to proceed with installation of our newest drop box at the Linden Purple Line station in early July. CTA’s exterior renovation project at the station was completed in June. The Library is awaiting coordination from CTA for the installation, which we hope to have completed soon. This remote drop box is identical to those at Plaza del Lago and the Community Recreation Center.

## Staff and Volunteers

Librarian Eva Johnson, who works predominantly in ILL, and also supports Circulation and Adult Services, is relocating and has accepted a similar role in another library. Eva has served Wilmette Library since 2013, and earned her MLS last year. Her last day will be July 19. She will be greatly missed.

Head of Youth Services Andrea Vaughn Johnson attended the American Library Association Annual Conference in Washington DC, June 21-24. She attended sessions on computational thinking, media mentorship, and creative writing workshops, as well as two book award ceremonies and other networking events. She also attended the Association for Library Service to Children’s board meeting to answer questions about a member recruitment project she completed.

Cataloging Librarian Jessica Thomson began training in Adult Services in June and will continue training through July. She will soon work a weekly shift in Adult Services.

Sophie Henry is our new part-time Summer Reading Club Assistant. She is a passionate reader and brings extensive experience volunteering with library summer reading programs.

Alice Joseph held two orientation sessions for our 25 teen Summer Reading Club volunteers, who will also be working in the Summer Reading Club booth, encouraging children to talk about their books and collect their prizes.

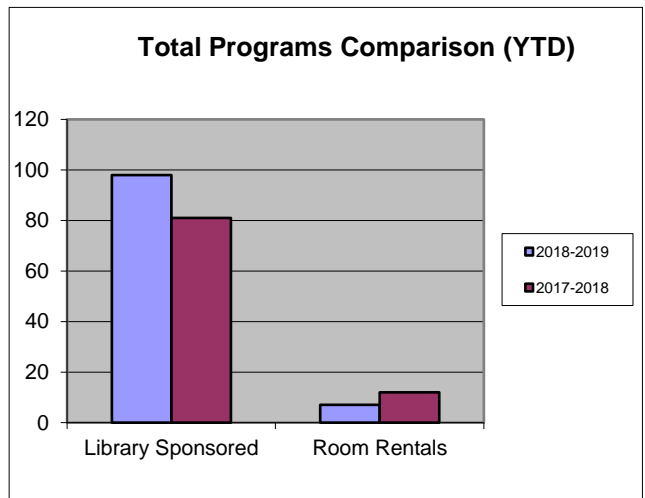
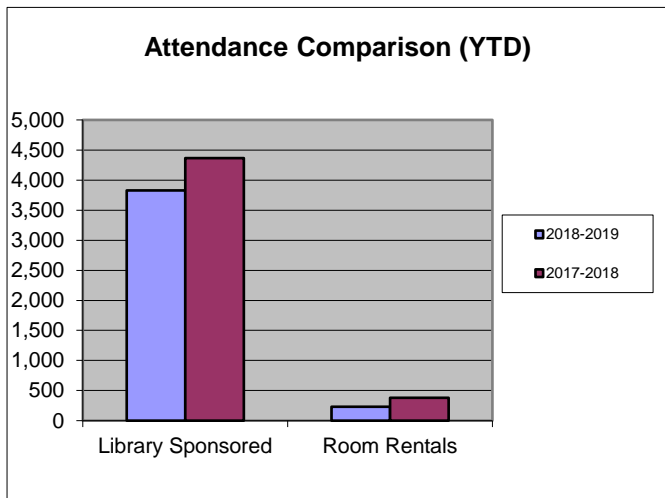
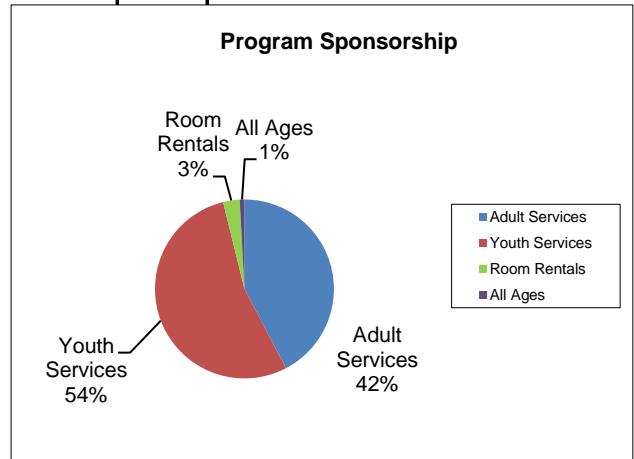
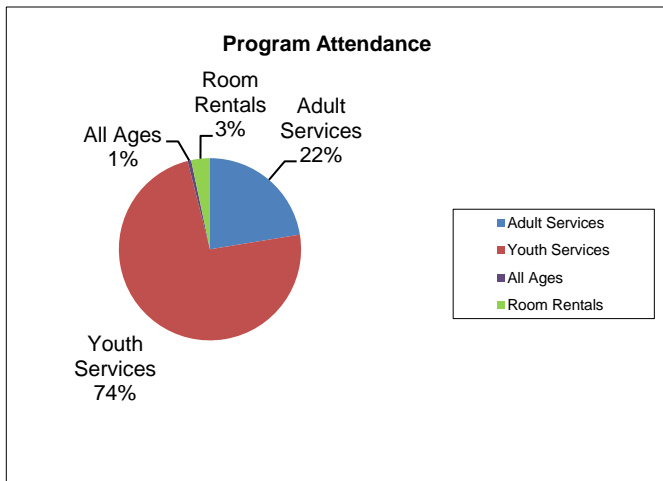
### **Select Staff Meetings and Workshops**

June 4: AARP Driver Safety Planning Meeting (Nancy Wagner)  
June 6: Privacy Committee Presentation to Leadership Team (EvaAnne Johnson, Jill McKeown, Janet Piehl, Anne Prohov, with Leadership Team members)  
June 10/13: Collection HQ Training (Adult, Youth, & TS staff)  
June 10-July 19: Online RDA Cataloging Course (Jessica Thomson)  
June 12: Programming Meeting (Jennifer Bartel, Rachel Garcia, Betty Giorgi, Jill McKeown, Sarah Rose)  
June 13: SCORE/Chamber Planning Meeting (Nancy Wagner)  
June 17: CCS Leap & PowerPAC training (Andrea Johnson, Gayle Rosenberg Justman, Jessica Thomson, Nancy Wagner)  
June 18: CCS IT meeting at Des Plaines Public Library (Gayle Rosenberg Justman)  
June 19: Charmm'd Leadership Academy (Jill McKeown)  
June 19: League of Women Voters Partnership Meeting (Betty Giorgi, Nancy Wagner)  
June 20: PAS Technical Group Meeting at Ela Area Public Library (Lisa Bigelow)  
June 20: Readers' Advisory Interest Group at Northbrook Public Library (Rachel Garcia)  
June 21-24: American Library Association Annual Conference, Washington DC (Andrea Johnson)  
June 25: Middle Grade Mania webinar (Jennifer Lee)  
June 25: Community Engagement Committee (Anthony Auston, Jennifer Bartel, Ruth Bell, Patsy deVuono)  
June 27: Diversity and Inclusion Committee (Anthony Auston, Michael Boone, Rebecca Vrana-Naquin, Patsy DeVuono, Krista Hutley, Christine Hightower, Rosemarie Hohol, and Stephen Koebel)  
July 10: CVI Technology Planning Meeting (Anthony Auston, Gayle Rosenberg Justman, Fred Wallace)  
July 11: Charmm'd Leadership Summit in Northbrook (Anthony Auston, Michael Boone, Patsy deVuono, Stephen Koebel, Luciano Ward)

### **Select Director's Meetings**

June 3: WPL Board Policy Committee  
June 8: Gillson Beach Bash  
June 11: WPL Outdoor Renovation Project Meeting  
June 11: WPL Board Finance Committee  
June 12: CCS Governing Board Retreat, Fremont Public Library  
June 13: Kenilworth Public Library District Board Meeting  
June 18: WPL Outdoor Renovation Project Meeting  
July 1: John Shales, Shales-McNutt Construction  
July 2: WPL Policy Committee  
July 3: WPL Outdoor Renovation Project Meeting

PROGRAM ATTENDANCE	June 2019		June 2018		+/- People	2018-2019		2017-2018		+/- People
	# Prog.	People	# Prog.	People		# Prog.	People	# Prog.	People	
<b>LIBRARY SPONSORED</b>										
<b>Adult Services</b>	45	680	46	828	-148	99	1,574	101	2,509	-935
<b>Youth Services</b>	51	3,102	35	3,535	-433	126	5,167	109	5,589	-422
<b>All Ages</b>	1	31	0	0	0	2	46	0	0	0
<b>ALL Library Programs</b>	<b>97</b>	<b>3,813</b>	<b>81</b>	<b>4,363</b>	<b>-550</b>	<b>98</b>	<b>3,828</b>	<b>81</b>	<b>4,363</b>	<b>-535</b>
<b>Room Rentals</b>	<b>7</b>	<b>233</b>	<b>12</b>	<b>381</b>	<b>-148</b>	<b>7</b>	<b>233</b>	<b>12</b>	<b>381</b>	<b>-148</b>
<b>ALL PROGRAMS</b>	<b>104</b>	<b>4,046</b>	<b>93</b>	<b>4,744</b>	<b>-698</b>	<b>104</b>	<b>4,046</b>	<b>93</b>	<b>4,744</b>	<b>-698</b>



**WPL CIRCULATION STATS FOR JUNE**

	A	B	C	D	E	F	G	H	I
1	Material Type	Number Of Items	Local Charges	Local Renewals	Total	Total + Lender	CCS ILL Lender	CCS ILL Borrower	Ratio
2	AV equipment	21	14	9	23	23	0	0	1.10
3	Bag	299	241	233	474	474	0	0	1.59
4	Blu-ray	1,246	398	204	602	647	45	53	0.48
5	Blu-ray Hot	36	92	0	92	92	0	0	2.56
6	Blu-ray New	79	261	3	264	266	2	3	3.34
7	Book	191,880	22,092	15,416	37,508	38,639	1,131	1,986	0.20
8	Book Hot	1,445	1,883	271	2,154	2,156	2	1	1.49
9	Book New	5,828	3,846	2,151	5,997	6,761	764	349	1.03
10	Boxset	0	25	17	42	42	0	25	0.00
11	Cassette	52	0	0	0	0	0	0	0.00
12	CD	18,079	1,076	668	1,744	1,976	232	160	0.10
13	CD Audiobook	8,242	828	536	1,364	1,485	121	81	0.17
14	CD Audiobook New	523	305	165	470	578	108	5	0.90
15	CD New	322	200	93	293	355	62	4	0.91
16	DVD	19,539	4,366	2,087	6,453	6,800	347	316	0.33
17	DVD Hot	100	306	2	308	308	0	0	3.08
18	DVD New	435	878	73	951	1,021	70	35	2.19
19	eAudiobook	46,684	0	0	0	0	0	0	0.00
20	eBook	101,078	0	0	0	0	0	0	0.00
21	Equipment	13	4	4	8	8	0	0	0.62
22	eReader	4	1	5	6	6	0	0	1.50
23	ILL Material	77	60	8	68	68	0	4	0.88
24	Kit	0	3	3	6	6	0	3	0.00
25	Laptop	6	5	0	5	5	0	0	0.83
26	Large Print	7,708	407	216	623	689	66	22	0.08
27	Large Print New	393	221	80	301	379	78	8	0.77
28	Magazine	4,094	460	2	462	462	0	0	0.11
29	Mobile Hotspot	12	10	4	14	14	0	0	1.17
30	Multimedia Kit	32	4	3	7	7	0	2	0.22
31	Newspaper	65	0	0	0	0	0	0	0.00
32	ON-ORDER	1	0	0	0	1	1	0	0.00
33	Online Resource	36	0	0	0	0	0	0	0.00
34	Playaway	1,971	430	265	695	719	24	12	0.35
35	Playaway Audio New	58	48	46	94	99	5	0	1.62
36	Record	1,573	0	4	4	5	1	0	0.00
37	Scores / sheet music	0	3	1	4	4	0	3	0.00
38	Seasonal AV	127	3	0	3	3	0	0	0.02
39	Seasonal Book	1,165	40	0	40	40	0	0	0.03
40	Special Collection	172	16	2	18	18	0	4	0.10
41	STEAM Kit	16	5	5	10	10	0	0	0.63
42	Tablet	3	0	3	3	3	0	0	1.00
43	VHS	147	0	0	0	0	0	0	0.00
44	Videogame	864	359	303	662	662	0	23	0.77
45	Totals	414,425	38,890	22,882	61,772	64,831	3,059	3,099	0.15
46	Number of Items: Number of items in the WPL collection								
47	Local Charges: Number of items circulated during the month								
48	Local Renewals: Number of items renewed during the month								
49	Total: Total number of items circulated & renewed during the month (C+D)								
50	Total + Lender: Total number of items circulated, renewed, & lent via ILL (E+G)								
51	CCS ILL Lender: Number of items WPL lent via ILL (interlibrary Loan)								
52	CCS ILL Borrower: Number of items WPL borrowed via ILL (Interlibrary loan)								
53	Ratio: Total + Lender divided by Number of Items (F/B)								

## Electronic services to Patrons June 2018 vs June 2019

	Jun-18	Jun-19	Difference
<b>GENERAL REFERENCE</b>			
Ask Art	0	0	0
Children's Literature	36	2	-34
Culture Grams	0	0	0
Encyclopedia Britannica	7	1	-6
Facts On File#	74	2	-72
First Search	292	521	229
Gale Databases (ex. InfoTrac)*	205	90	-115
Legal Forms	0	0	0
Novelist	135	606	471
PebbleGo	4	5	1
Reference USA^	118	115	-3
World Book Reference Center	2	3	1
<b>PERIODICALS</b>			
Chicago Tribune	96	125	29
Chicago Tribune-Historical	153	155	2
Consumer Reports	72	73	1
Consumers' Checkbook	7	0	-7
InfoTrac	17	51	34
Lexis Nexis	17	10	-7
Morningstar	0	0	0
New York Times	53	101	48
New York Times-Historical	15	58	43
Newspapers.com	190	267	77
Press Display Around the World	256	545	289
Proquest-Discovery	54	121	67
S&P NetAdvantage	0	61	61
Weiss Ratings	0	1	1
Zinio	312	866	554
<b>GENEALOGY</b>			
Ancestry Plus	382	410	28
Heritage Quest	28	233	205
<b>HOMEWORK/STUDY</b>			
Brainfuse	38	5	-33
Gale Courses	1	2	1
Lynda (courses)	52	20	-32
Mango Languages	26	58	32
Mosio - Chat/Text reference help	59	26	-33
Muzzy Languages	3	0	-3
Niche Academy	113	225	112
WPL Email Reference	2	3	1

WPL Internet Classes - Attendees	11	13	2
WPL Proctored Exams	0	1	1
<b>E-BOOKS/AV</b>			
Cloud Library	30	8	-22
Hoopla	535	1,048	513
Kanopy	98	348	250
MyMediaMall-eBooks	3,292	4,092	800
MyMediamall-eAudiobooks	1,589	2,108	519
MyMediamall-Video	0	0	0
Recorded Books (eAudiobooks)	33	58	25
Recorded Books (eBooks)	0	0	0
Tumblebooks	272	71	-201
e-Reader Appointments	6	12	6
Subtotal Librarian Interface	191	280	89
Subtotal E-Book/AV Use	5,855	7,745	1,890
Total (All)	8,685	12,520	3,835
<b>WEB SITE</b>			
Visits (all)	14,794	16,832	2,038
Unique Visitors	8,312	9,343	1,031
Pageviews	24,105	27,573	3,468
<b>ENTERPRISE (public catalog)-Visits</b>	14,057	13,124	-933
<b>BOOPSIE (catalog app)</b>	358	429	71
#Facts on File includes: FactsOnFile; Issues & Controversies; Today's Science; World Almanac for Ki			
World News Digest			
*Gale Databases include: Business Insights; Directory Library; Literature Resource;			
Small Business Resource Center; Virtual Reference Library			
^Reference USA includes: Residential; Business/Employers; Healthcare; Canadian; New Business;			
New Movers/Home; Consumers/Lifestyles			

**A staff member has submitted a Community Engagement form.**

PL Staff Member Submitting Form: **Ruth Bell**

Other Staff (Name/Role):

Date and Times: **6/13/19**

Group / Organization: **Sprouted: Childcare & Early Education**

Contact at the Group / Organization: **Neelofer Kanji**

Location: **3201 Old Glenview Rd.**

Number of People: **36**

Age Range: **2-5**

Event Name: **Summer Storytime Visits**

Describe the Event: **Visited 3 classes at Sprouted to do storytimes and talk about camp Summer Reading Challenge.**

Is this a recurring event?: **No**

If recurring event, how often?:

Describe the Library's role: **Outreach program**

Type of Community Engagement (Check all that apply): **Outreach**

Materials:

Comments, narratives, thoughts for next year:

Upload Photo:

**A staff member has submitted a Community Engagement form.**

WPL Staff Member Submitting Form: **Ruth Bell**

Other Staff (Name/Role):

Date and Times: **6/19**

Group / Organization: **Wilmette Park District- Tiny Tots Rec Center**

Contact at the Group / Organization: **Shelby Potter**

Location: **3000 Glenview Road**

Number of People: **47**

Age Range: **3-4**

Event Name: **Summer Storytime Visits**

Describe the Event: **Visited 2 classes at to do storytimes and talk about camp Summer Reading Challenge.**

Is this a recurring event?: **No**

recurring event, how often?:

Describe the Library's role: **Outreach Program**

Type of Community Engagement (Check all that apply): **Outreach**

Materials:

Comments, narratives, thoughts for next year:

Upload Photo:



**A staff member has submitted a Community Engagement form.**

**✓PL Staff Member Submitting Form: Ruth Bell**

**Other Staff (Name/Role):**

**Date and Times: 6/24/19; 6/25/19**

**Group / Organization: Wilmette Park District- Tiny Tots McKenzie**

**Contact at the Group / Organization: Olga Miklasz**

**Location: 649 Prairie Ave, Wilmette, IL 60091**

**Number of People: 37**

**Age Range: 3-4**

**Event Name: Summer Storytime Visits**

**Describe the Event: Visited 2 camp groups on 2 days to do storytimes and talk about the camp Summer Reading Challenge.**

**Is this a recurring event?: No**

**If recurring event, how often?:**

**Describe the Library's role: Outreach Program**

**Type of Community Engagement (Check all that apply): Outreach**

**Materials:**

**Comments, narratives, thoughts for next year:**

**Upload Photo:**

**A staff member has submitted a Community Engagement form.**

VPL Staff Member Submitting Form: **Ruth Bell**

Other Staff (Name/Role): **Sheri Reda, Jennifer Lee, Diane Dos Santos**

Date and Times: **6/19/19; 6/26/19**

Group / Organization: **Wilmette Park District**

Contact at the Group / Organization: **Carol Heafey, CPRP Recreation Program Manager**

Location: **Vattmann Park, 1461 Lake Ave.**

Number of People: **72**

Age Range: **All Ages**

Event Name: **Summer Stories in the Park**

Describe the Event: **Stories and activities on Wednesdays at Vattmann Park**

Is this a recurring event?: **Yes**

recurring event, how often?: **Every Wednesday 6/19/19-7/31/19**

Describe the Library's role: **Organized and ran a weekly program at Vattmann Park.**

Type of Community Engagement (Check all that apply): **Partnership**

Materials:

Comments, narratives, thoughts for next year:

Upload Photo:

**A staff member has submitted a Community Engagement form.**

WPL Staff Member Submitting Form: **Ruth Bell**

Other Staff (Name/Role):

Date and Times: **6/26/19**

Group / Organization: **St Joseph- Happy Campers**

Contact at the Group / Organization: **Dawn Zigmond**

Location: **1740 Lake Ave, Wilmette, IL**

Number of People: **27**

Age Range: **2-5**

Event Name: **Summer Storytime Visits**

Describe the Event: **Visited camp to do a Space themed program with stories, songs, and rhymes.**

Is this a recurring event?: **No**

recurring event, how often?:

Describe the Library's role: **Outreach Program**

Type of Community Engagement (Check all that apply): **Outreach**

Materials:

Comments, narratives, thoughts for next year:

Upload Photo:

# SOCIAL SNAPSHOT

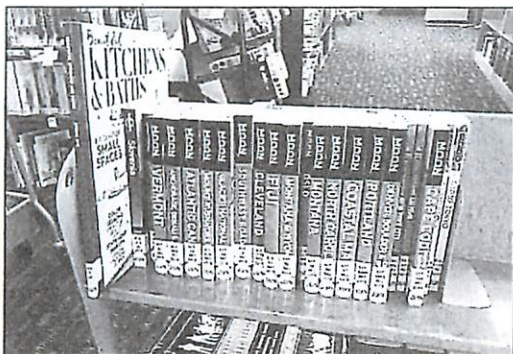


## TOP WEB STORIES

From WilmetteBeacon.com as of July 8

1. Local women launch inaugural TEDx Event in Wilmette
2. LFHS alum, lacrosse player dies in wake surfing accident
3. Glenview: Police searching for missing 20-year-old man
4. Home of the Week: 1213 Middlebury Lane, Wilmette
5. Rotary Club of Wilmette recognizes scholarship winners

Become a member: [wilmettebeacon.com/plus](http://wilmettebeacon.com/plus)



**Wilmette Public Library** posted this photo on July 1 with the caption: "Traveling this summer? We're processing new travel books that will soon be on our shelves. We have you covered, from Cleveland to Fiji! #BehindTheScenes"

Like *The Wilmette Beacon*: [facebook.com/wilmettebeacon](https://facebook.com/wilmettebeacon)



"The Brick Street Maintenance Program, which targets areas that have settled on brick streets, begins today. Localized street access may be impacted while the contractor is on-site but will reopen to traffic at the end of each day. Please look out for construction signage."

@VOFWILMETTE Village of Wilmette posted on July 1

Follow *The Wilmette Beacon*: @wilmettebeacon

## GO FIGURE

An intriguing number from this week's edition

# 1972

First year Wilmette's Independence celebration was held at Gillson, Page 3

## FROM THE EDITOR

# Kenilworth TIF debate remains hot to



ERIC DEGRECHIE  
[eric@wilmettebeacon.com](mailto:eric@wilmettebeacon.com)

Certain issues in a municipality get more attention than others and the current tax increment financing, or TIF, debate in Kenilworth has been a hot one as of late.

For several months now, I've received many emails and letters to the editor regarding the topic. Web traffic on our website has been steady for TIF-related stories.

A TIF is a financial tool by which municipalities can leverage incremental tax revenue within a district throughout the life of a TIF. Incremental property tax revenue increases within the district are then diverted to a separate TIF fund, which is used to fund various improvements within the district.

As reported by Fouad Egbaria last month, who

regularly covers Kenilworth Village Board meetings for us, there were so many people that the June 17 proceeding that the village had to move the meeting across the street from Villa Hall to the larger Assembly Hall.

The response from residents both at meetings in communications with us has been pretty open. We've heard against bringing a district to the commercial corridor. With the Village Board set to vote on a proposal, we're expecting another full house at Monday, July 15 meeting.

## NEWS BRIEFS

### Run will honor Wilmette resident with ALS

Ron Lobo, of Wilmette, has good days and bad days. On his good days, life is relatively calm. On his bad days, stress and sadness set in.

On Feb. 4, Lobo was diagnosed with ALS, a terminal progressive disease that causes muscle weakness, difficulty speaking and swallowing and, generally, complete paralysis. While some symptoms are treatable, there is no known prevention or cure for ALS.

The trouble began when Lobo was struggling to walk. A physician quickly referred to a neurologist at the Les Turner ALS Center at Northwestern Medicine.

"The daily routine of caring for my dad involves physical adjustments, breathing treatments, administering medications, preparing meals and using the feeding tube, and more," said Ron's son,

Eric Lobo.

Just weeks after his diagnosis, the progressive weakening of his diaphragm muscles due to his ALS made breathing difficult, and Lobo was admitted to the hospital – where he stayed for nearly three weeks.

He was put on a respirator to help him breathe and had a feeding tube inserted to help supplement his nutrition, as he'd lost a fair amount of weight.

The experience has shown the Lobos that they have an incredibly loyal and kind support system, and that Ron means so much to so many people.

In the five short months since Ron's diagnosis, the family has received food, well wishes, cards, letters, phone calls, visits and countless hours of help from loved ones.

Today, Ron Lobo is still able to speak, but has lost the use of his arms and legs, needs a breathing

mask nearly 24 hours a day and relies on a wheelchair for mobility.

The family has turned to the Les Turner ALS Foundation at every step of their journey.

A nurse and social worker visit the Lobo home and the family has used the Foundation's medical equipment bank.

As a way to support the Les Turner ALS Foundation, the Lobo family recruited nearly 40 people to run or walk in honor at the Strike ALS 5K and 1 Mile Walk & Roll at Greenteed Rate Field on Sunday, July 13.

Friends and relatives regularly joined their team and donated to the cause.

Within the first few days of fundraising for the event, they collected more than \$5,000 for the Les Turner ALS Foundation. Today, the team has collectively raised more than \$7,500.







July 11, 2019 Wilmette Beacon

ing an inves- **HAMES**  
tigation by  
the Wilmette Police De-  
partment.

A resident reported to police that between May 21-25 she hired a moving company, Del's Moving and Storage out of Countryside, to move her personal belongings from her home in east Wilmette to the Village Green Atrium Senior Citizen condominiums on Ridge Road. During the move, two sterling silver sets with a total

silverware at a pawn shop in Berwyn.

After further investigation, Hames was eventually charged with felony theft and held overnight for bond court.

**WILMETTE  
July 3**

• Police were called to Jewel, 411 Green Bay Road, for a report at 1:41 p.m. July 1 of a shirtless white male subject who refused to leave the store and had touched a cus-

between 5-8 p.m. July 1 his black Haro Flightline bicycle was taken from the bike rack at Centennial Park, 2300 Old Glenview Road.

• A victim reported that between 8:35-9 p.m. July 2 his unlocked black Raleigh Talus 2 bike was taken from near the beach house at Gillson Park, 101 Lake Ave.

**June 30**

• A victim reported that between 9 a.m. June 24 and 7

• A resident in the 300 block of 4th Street reported that between 7 p.m. June 27 and 9 a.m. June 28 an unknown offender(s) stole his 2015 Honda Odyssey from his driveway.

**KENILWORTH  
June 29**

• Responding to a noise complaint at the Kenilworth Beach at 5:21 a.m. June 29, a Kenilworth police officer discovered six teenage boys in the water creating a nuisance

and other drug paraphernalia in their possession. Parents were contacted and the juveniles were released with local ordinance tickets each for illegal consumption of alcohol by a minor and illegal possession of cannabis. The cited were: (2) 17-year-old juveniles from Wilmette; (3) 17-year-old juveniles from Winnetka; and (1) 16-year-old juvenile male.

• A victim reported leaving their locked bicycle in the bike rack at school for sev-

a.m. June 15 and 1:10 p.m. June 29. The amount of the loss is \$400.

*EDITOR'S NOTE: The Wilmette Beacon Police Report are compiled from official reports found on file at the Wilmette and Kenilworth police headquarters. They are ordered by the date the incident was reported. Individuals named in these reports are considered innocent of all charges until proven guilty in a court of law.*

# Village-wide scavenger hunt continues through Aug. 4

**ALEXA BURNELL**  
Freelance Reporter

Attention residents! If anyone notices an ornery, old-fashioned officer milling about town, don't be alarmed. His name is Officer Engels, the second official police officer of Gross Point and he has misplaced his keys, turning to the Wilmette Historical Museum for assistance.

In response, museum super sleuths, Laura Winston, Lori Matten and Sharron Murray have collaborated with the **Wilmette Public Library** and the Wilmette/Kenilworth Chamber of Commerce, using the 4th annual village-wide Scavenger Hunt, running from June 17-August 4, as an opportunity to find the misplaced key.

"The annual scavenger hunt is a wonderful way to teach children about important local history," Winston said. "Each year we focus on a new and interesting piece of history. My favorite part is when children come back, telling us about all that they have learned."

Winston further explained that the idea for Officer Engels came to mind because children often wonder why a jail exists in the basement of the Museum.

"This is a question we are frequently asked, so now is a good opportunity to explain to everyone that the jail exists because this historic building was once the police station," Winston said. "Teaching children how this building was once used for other

purposes, reflects our interest and commitment to preserving the past. Buildings don't need to be torn down because they are old. They contain many important facts of history and can easily be restored to fit current needs."

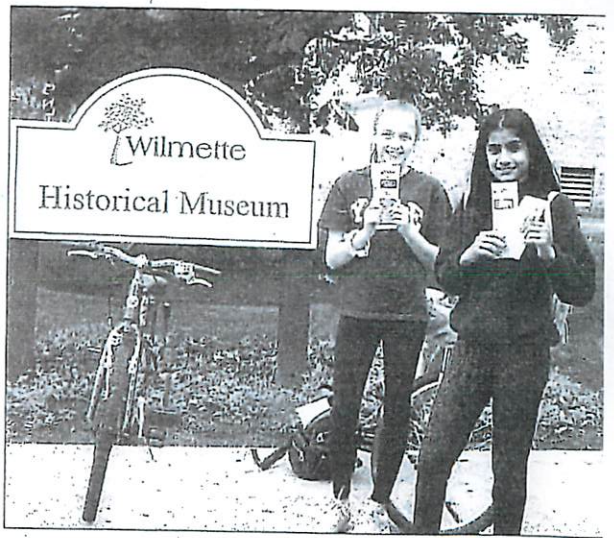
Along with promoting local history, the event promotes local businesses, too. Twenty-five shops — located in the Village Center, on Ridge Road, at 4th and Linden and Plaza Del Lago — have agreed to hide an image of Officer Engels in their store. Families are welcomed to pop in to hunt for the key during regular business hours. The hunt can easily be conducted by foot or by bike, making it easy to travel from one store to another, while enjoying a

summer day.

For Chamber Executive Director Julie Yusim, the beloved scavenger hunt is a great way to bring business owners and residents together, saying, "The scavenger hunt gives residents an incentive to explore and discover Wilmette's business districts and to see the great things the businesses have to offer. The businesses love the interaction with families."

To participate, grab a booklet from the Museum during their hours of 1-4:30 from Sunday to Thursday or the **Wilmette Public Library Youth Department**. Once participants have gathered at least 10 signatures or stamps, the booklet can be brought back to the mu-

POSTED TO [WilmetteBeaconDaily.com](http://WilmetteBeaconDaily.com) 3 DAYS AGO



Paige McConnell (left) and Aanchal Kaura, both of Kenilworth, pose after completing the entire scavenger hunt. ALEXA BURNELL/22ND CENTURY MEDIA

seum, where a coupon for a free ice cream cone from Homer's will await them. For those who collect 15 or more signatures or stamps, a coupon for a free, small Lou Malnati's pizza will await them at the Museum,

and their name will be entered into a raffle where participants will have the chance to win prizes generously donated by Lad & Lassie, Wilmette Bicycle & Sports Shop and the Wilmette Theatre.





POSTED TO WilmetteBeaconDaily.com 6 DAYS AGO

# Library's summer reading programing gets underway

ALEXA BURNELL  
Freelance Reporter

The Wilmette Public Library's youth summer reading program, "A Universe of Stories" got off to an exciting start June 15 with an array of crafts and a performance by kids band Scribble Monster.

The program is geared towards readers and pre-readers through grade 9. Registration began on May 28 and runs through Aug. 31.

Throughout the program, participants record each day they read, or are read too, and earn prizes along the way for hitting specific goals.

The program, according to Head of Youth Services Andrea Vaughn Johnson, is meant to help children fall in love with the act of reading. In order to achieve this goal, she explained, a few minor tweaks have been made to this year's program.

"In the past, one of the criteria for the summer reading club was to read 20 minutes per day," Vaughn Johnson said. "But, according to the research I've been reading, putting time on how long someone should read is not beneficial. Instead, allowing a child to determine the amount of time spent reading is more likely to result in a natural love of reading."

Along with allowing children to control how long they read, Vaughn Johnson encourages freedom when it comes to reading selection.

"Let kids pick the books they want to read," she



Wilmette's Sharron Murray enjoys Scribble Monster with her granddaughter June 15 at the Wilmette Public Library. PHOTOS BY ALEXA BURNELL/22ND CENTURY MEDIA



Scribble Monster helps excite kids about summer reading.

said. "When they choose what they are truly interested in reading, they will naturally read for 20 minutes or more."

In addition to instilling a love for reading, Vaughn Johnson explained the importance of reading over the Summer months.

"Reading truly helps prevent the summer slide," she said. "If a child doesn't read over the summer, they can lose up to two months worth of school learning and the impact is cumulative. Simply reading over the summer means an easier start to the school year for students, teachers and parents."

Outside of the research and statistics, Vaughn

Johnson says the program is plain-old fun. Classes run all summer long for various age groups to get involved.

Children can learn how to make ice cream with librarians, play outdoor games, create space-themed crafts, attend story hours, learn how to draw and so much more.

In addition, the library will host an array of movie screenings, improv acts, music concerts and puppet shows, making it nearly impossible to stay away from the library this summer.

For more information pop into the youth services department or register for classes online at [www.wilmettelibrary.info](http://www.wilmettelibrary.info).

## IN MEMORIAM

POSTED TO WilmetteBeaconDaily.com 6 DAYS AGO

# Wilmette resident 'groundbreaker' th

ALAN P. HENRY  
Freelance Reporter

Marguerite Swee- ney Clohisy lived her life serving God, family and community; along the way break-



ing down gender barriers, modeling wholesome family values, demonstrating exceptional leadership skills, and making the best fluff and peanut butter sandwiches ever.

Raised during the Great Depression, Marguerite was 15 when her father died. The loss only strengthened the family's commitment to each other and to their faith, and nurtured the inner strength and

upbeat attitude that v underscore her entire l

Marguerite, who June 17, at age 93, be one of the first wom graduate from Johns kins University with ing as a nurse anesth a field previously res almost exclusively for "She was a groundbr in her day and all th her life," son-in-law ward Fay said. "She like Rosie the Rivete really blazed a trail."

While at college, sh Warren Clohisy Jr., who was interning at Hopkins. They marri 1953 and she chose t up a medical career t come the eventual n of ten, a job at whic excelled. "She was a there as a mother, wh you needed. She had a

## KENILWORTH

From Page 6

empty storefronts all along the North Shore."

Several residents said the board should put the TIF proposal up to a referendum, arguing the residents would vote it down.

Resident Paul O'Connor pointed to the number of residents who addressed the board in opposition of the proposal during the May public hearing and the meeting Monday night.

"If you're so sure this TIF is such a great idea," O'Connor said to the board, "quit hiding behind the procedural smoke-screen afforded by this TIF statute and put the decision to a Village referendum."

With the focus c discussion being on to improve the co and spark develop some residents ind that while they woul to see improvements generally like Kenil the way that it is.

"I think Kenil is a very special p resident Agnes Prin said. "I think it's dif from other commu It's different from netka and from Wilm like the difference."

Although vastly numbered by those position, several res expressed support f proposal and offerec of confidence in the

"I trust the board its homework reg all this in a thorough



## WILMETTE LIBRARY BOARD

POSTED TO WilmetteBeaconDaily.com 8 DAYS AGO

# Approved 2019-2020 budget includes increase in personnel costs

**FOUAD EGBARIA**  
Freelance Reporter

The Wilmette Library Board approved a fiscal year 2019-2020 budget featuring a total 5 percent increase in personnel costs. The board approved the budget by a 5-1 vote at its June 18 regular meeting, after the Finance Committee reviewed the budget a second time June 11. Trustee Dan Johnson provided the lone dissenting vote, while Trustee Joan Fishman was absent.

Overall, the working budget for fiscal year 2019-2020, which begins July 1, including a 3.3 percent increase compared with the current fiscal year budget. Budgeted General Fund expenses come in

at \$5.79 million, up from \$5.61 million for the current fiscal year.

The board will approve the accompanying appropriations ordinance at a future meeting.

Library Director Anthony Auston said the board has historically approved the budget and appropriations ordinance at the same time, but that it would approve them separately this year in order to create a "distinction" between the two documents.

The approved budget features a 3 percent cost-of-living increase for library personnel. The budget also reflects an additional 2 percent personnel expenses increase stemming from a bench-

marking study conducted by the library last year that led to amendments to its salary schedule.

"There are still a few positions that remain to have adjustments made to the base salary and to those ranges," Auston said. "That's what the balance of that fund is for, is to accomplish that project."

Prior to approval of the budget, trustees discussed expected expenditures as a percentage of the budget. Through the end of March, 71.1% of the current fiscal year budget has been expended, a table included in the board packet notes.

Johnson said the library has been coming in under budget in previous years.

"We've been coming in

under budget and so then we've had a surplus," Johnson said. "This year, I'm trying to get a sense as to how close we come to budget — if it's 95 percent, 96 [percent], whatever it's going to be — because if we've been coming in under budget, I don't want to have a surplus to dump into the Special Reserve Fund again."

Johnson asked whether or not the library expects to approach 100 percent of the current year's budgeted expenditures.

"We budget for 100 percent of our expenses," Auston said. "We're trending very close to being 100 percent of our budget this year."

Some personnel uncer-

tainty — namely with respect to the library's search for a new director this year after the departure of former Director Heather McCammond-Watts — has impacted the budget. Board Treasurer Ron Rodgers said some personnel decisions are put on hold until a new director comes in and makes his or her own staffing decisions.

"We had the unfortunate experience of hiring a new director who didn't stay long," Rodgers added. "That repeated the process and some of the personnel decisions were extended even further, so you budget on the basis of what you think is going to be ... we're budgeting now for next year.

"When we were in this position two years ago, we were also starting a new search because our director had just left, our new director had just left. She only stayed a year. That tends to cause you to be under budget on personnel because of positions you don't move forward on because you want the person who's running the library for you to have control of."

As for this year's budget, Board President Lisa McDonald said it appears to be "right on."

"I'm looking at this year's budget and we'll probably come in 4 percent under what is budgeted, which I think is fair and prudent," McDonald said.

POSTED TO WilmetteBeaconDaily.com 1 DAY AGO

## 10th annual field day unites North Shore, Chicago students

**ALEXA BURNELL**  
Freelance Reporter

At the end of each school year, many students around town enjoy field day, an event where math and science to take a back-



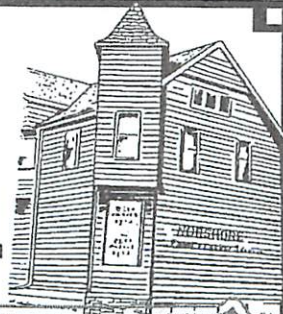
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## NEWS COVER STORY

POSTED TO WilmetteBeaconDaily.com 2 DAYS AGO

# Wilmette opioid forum shows growing problem affects all ages

HILARY ANDERSON  
Freelance Reporter

It can happen to anyone, any family, anywhere.

It knows no ethnic, race, gender or socio-economic, community or geographic boundaries. It affects virtually all age groups — kids, college students, adults, families, friends, neighbors.

There is a growing problem of opioid-related drug overdoses, an increasing amount resulting in death.

The Wilmette Police Department created an educational program in partnership with the Wilmette Library to inform young people and parents about the opioid epidemic, its impact on the Wilmette Community and surround-

those he made on his podcast. Wilmette Police also talked to a second accuser according to the report.

Muller, the morning radio host at 890 WLS AM, went public with allegations that MacDonald was soliciting to murder his son-in-law. According to

ing areas and presented it last Thursday, May 23 at the Wilmette Library.

“We do not want to look at this growing problem only in terms of enforcement,” said Chief Kyle Murphy, Wilmette Police Department. “We want the community to learn more about it, how it often starts, recognizing its symptoms, and where to go for help. The amount of young people being affected by opioid-related deaths is more than those who die in traffic accidents.”

The numbers are staggering. In the past 20 years about 400,000 people died from opioid-related drug overdoses. The use of opioids now is about six times higher than it was 20 years ago. The Center

Podcast Monday night. “There’s lots of fear and there’s a reason this guy’s been able to maintain his position for so many years when so many people knew this was not a good guy.”

Muller, a former parishioner of Harvest Bible Church, went on to de-

for Disease Control stated nationally in 2017 for every opioid overdose death, about 130 individuals had an opioid use disorder.

In that same year, again nationally, about 68 percent of more than 70,200 overdose deaths involved opioids.

Illinois Public Health statistics in 2016 showed that Chicago and Cook County’s collar counties had a combined 1,139 opioid-related deaths, 558 of which were in the suburban areas.

“Wilmette is not immune to being affected by the overuse of opioids,” said Commander Mike Robinson, Wilmette Police Special Operations. “There were three opioid-related deaths here in 2018. One

Wilmette’s jurisdiction. The ongoing investigation has been referred to an unnamed jurisdiction for “potential further criminal investigation.”

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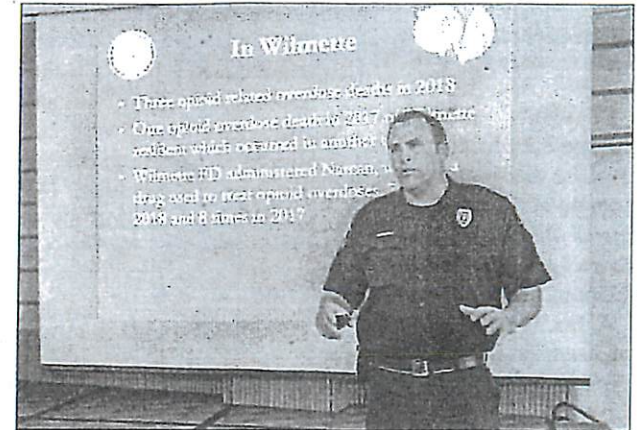
Wilmette resident died in 2017 in another town. His death also was due to an opioid overdose.”

The Wilmette Fire Department administered Narcan, a drug used to treat suspected drug overdoses eight times in 2017 and seven times in 2018.

“The impact of the use of opioids goes further than the person who uses them,” Robinson said. “They affect family, friends, neighbors and beyond.”

One of those individuals was former long-time Wilmette resident Marsha Pesavento, whose family once owned a little grocery store in the suburb.

She is the mother of Joey Pesavento, the youngest of three children, whose life



Wilmette Police Commander Mike Robinson talks about the opioid crisis locally Thursday, May 23, at the Wilmette Public Library. RHONDA HOLCOMB/22ND CENTURY MEDIA

was turned upside down from drug use by her son. His last episode did not kill him but caused a brain injury. It changed his life and those of his family forever.

Marsha Pesavento spoke at the opioid forum and tearfully told his story.

She believes his decline into drug use started when

Please see OPIUM 6