

AGENDA
Waukegan Public Library – Board of Trustees Meeting
Monday, May 13, 2019, 6:30 PM, Board Room
128 N County Street, Waukegan, IL 60085

- | | | |
|------|--------------------|---------------|
| I. | Call to Order | Mary Stickels |
| II. | Roll Call | Mary Stickels |
| III. | Agenda and Minutes | Mary Stickels |

Motion to approve Agenda for WPL Board of Trustees May 13, 2019 meeting

Motion to approve the minutes of the WPL April 17, 2019 meeting

- | | | |
|-------|--|--------------------|
| IV. | Email assistance/demo | Isaac Salgado |
| V. | Finance Committee Report | Marge Ferruzzi |
| | Motion to approve April 2019 disbursements | |
| VI. | Director's Report | Selina Gomez-Beloz |
| VII. | Services Report | Jon Gaskill |
| VIII. | President's Report | Mary Stickels |
| IX. | Foundation Report | Alicia Garcia |
| X. | Friends Report | Amanda Civitello |
| XI. | Governance Committee Report | Rachelle Mendez |
| XII. | New Business/Action Agenda | |
| | a. Resolution to honor Sandy Sherwood | |
| | b. Benefits discussion | |
| XIII. | Announcements/Trustee Comments | |
| XIV. | Public Comment – Comments limited to three minutes. | |
| XV. | Motion to adjourn to closed executive session pursuant to code 5 ILCS 120/2 (c) (1). | |
| XVI. | Motion to end closed executive session and return to open session. | |
| XVII. | Adjourn | |
| | Motion to adjourn at <Time> PM. | |

MINUTES
Waukegan Public Library – Board of Trustees Meeting
Wednesday, April 17, 2019, 6:30 PM, Board Room
128 N County Street, Waukegan, IL 60085

I. Call to Order

II. The meeting was called to order at 6:40pm

III. Roll Call

Trustees present: Ms. Mary Stickels, Ms. Marge Ferruzzi, Ms. Rachael Mendez, Ms. Sylvia England and Mr. Larry McShane

Trustees absent: Ms. Chetara Jenkins and Ms. Jean Smith (with notice)

Also present were: Ms. Selina Gomez-Beloz, Executive Director; Mr. Jon Gaskill, Assistant Director; Ms. Betsy Jung, Controller; Ms. Debra Jordan, HR Manager; Ms. Amanda Civitello, Marketing and Communications Manager, Ms. Alicia Garcia, Development Manager, Ms. Susan Royer, Executive Assistant, and Mr. David Villalobos, Alderman

IV. Agenda and Minutes

Motion to approve Agenda for WPL Board of Trustees April 17, 2019 meeting was made by Ms. Sylvia England and seconded by Mr. Larry McShane. Motion passed.

Motion to approve the minutes of the WPL March 20, 2019 meeting, with one correction, was made by Ms. Sylvia England and seconded by Mr. Larry McShane. Motion passed.

V. Finance Committee Report

After review of the Controllers report (included in the Board packet), a motion to approve March 2019 disbursements was made by Mr. Larry McShane and seconded by Ms. Mary Stickels. Motion passed.

VI. Director's Report

The Director's report is part of the Board packet.

VII. Services Report

Mr. Jon Gaskill provided updates from the Services Department.

- Preparation for the summer reading program, "It's Showtime at your Library" is underway. Mr. Patrick Toto, Children's Department Manager, will be visiting schools the first two weeks in May to provide information on the summer reading program and the second two weeks of May training will be provided to staff. In addition, Mr. Jon Gaskill and the Children's Department Staff will be attending training ahead of the Food Service summer program.
- Mr. Gaskill also recently attended ATLAS Training for Assistant Directors and middle management. He attended some very enlightening sessions and thought it was a great opportunity.
- The Services Team has done a great job assisting in staffing the reference desk during this period of being short staffed.

MINUTES

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- We are a partner of Cool Learning Experiences Waukegan (www.clewaukegan.org) and are hosting four training sessions.

VIII. President's Report

Ms. Mary Stickels commented on Sandy's retirement party and how nice it was to see the display of Sandy's accomplishments.

IX. Foundation Report

Ms. Alicia Garcia provided an update on fundraising efforts.

- The Valentine's Day mailing resulted in \$1,400.00 in donations.
- They are still tallying the results from the first Libations for Literacy event, 62 tickets were sold and it looks like a little under \$1,400.00 in profit. Three more events are planned for June, August and October.
- Friday May 3 is the Volunteer Appreciation Event.

X. Friends Report

- The friends hosted two special sales and made \$1,500
- The preliminary total for the spring book sale is \$800.00
- The Friends continue work on the Amazon project.
- A new volunteer application form is now online and it includes volunteers for the Friends.
- The Friends annual meeting is on Sunday, April 28 at 1:30pm.

XI. City Liaison Report

Mr. David Villalobos reminded us of the upcoming Census panel discussion on April 23. This was Mr. Villalobos' last meeting as he is leaving office on May 6.

XII. Governance Committee Report

The Governance Committee has not yet scheduled a meeting, but they are hoping to meet again soon.

XIII. Department Reports

Ms. Amanda Civitello, Communications and marketing Manager, provided an overview of the department. The overview included:

- Staff bio's
- Roles of Staff and Volunteers
- Tools and Channels
- Social Media Trends/Posts
- Press
- Community Engagement
- Partnerships
- Literacy 2020 Goals and Results
- Special Events

MINUTES
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128 N County Street, Waukegan, IL 60085

- XIV. New Business/Action Agenda
- a. COLA Memo FY2019
Motion to approve was made by Ms. Marge Ferruzzi and seconded by Mr. Larry McShane. Motion passed.
- XV. Motion to enter closed executive session pursuant to code 5 ILCS 120/2 (c) (1) was made by Ms. Mary Stickels and seconded by Ms. Rachelle Mendez. Motion passed.
- XVI. Motion to end closed executive session and return to open session was made by Ms. Sylvia England and seconded by Ms. Marge Ferruzzi. Motion passed.
- XVII. Announcements/Trustee Comments
None
- XVIII. Public Comment – Comments limited to three minutes.
None
- XIX. Adjourn
Motion to adjourn at 8:25 PM.

Draft

WAUKEGAN PUBLIC LIBRARY

CONTROLLER'S NOTES FOR BOARD MEETING ON MAY 13, 2019 FOR RESULTS THROUGH 04/30/19

RANGE IS 100% BUDGET USED/RECEIVED OR 0% BUDGET REMAINING

REVENUES

Line 1	Real Estate Tax Revenue	99.7% of budgeted real estate tax revenue received - \$13,000 short
Line 2	Library Revenue	Less than planned due to change in fine structure
Line 3	Contributed Income	Includes WPL Friends concert sponsorship and ELC sponsorship. Income is less than anticipated due to change in BSF format
Line 4	Grant Revenue	Includes per capita grant, literacy grants, and programming grant
Line 5	Interest Income	Includes interest on CD's which have exceeded modest budgeted amount
Line 6	Other Income	Includes insurance proceeds related to act of vandalism in the Fall

EXPENDITURES

Line 7	Salaries	Within range
Line 8	Administrative Services	Behind due to reclassification of internet from Admin Services budget line to Information Tech Services budget line, pending insurance invoice, and non-use of contingency line
Line 9	Public Services	Behind due to final invoices for collection purchases being paid on May 15 th
Line 10	Community Services	Behind due to change in BSF format, less printing that originally planned, as well as lower than anticipated spending in several lines
Line 11	Building Services	Includes \$4,500 for kitchen upgrade (majority of which to be paid from Excess Per Capita Funds and by OTG) and repair to back parking lot wall last summer. In addition, contract employee was used until permanent employee was hired.
Line 12	Information Tech Services	Within range due to overage of internet fees offset by unspent professional development and consulting fees
Line 13	Grants	Behind due to spending patterns
Line 14	Capital Expenditures	Ahead due to purchase of replacement equipment that was vandalized
Line 15	Debt Service	Principal and interest were paid in December 31 – next payment of interest is due on July 1, 2019.
Line 16	Cash	Approximately \$2,100,000, including \$1,000,000 invested in CD's

Notes

Creation of the new chart of accounts structure to accompanying the FY20 budget is in process.

Sikich auditors will be on sight for interim audit work in mid-May.

04/30/19 Results are very preliminary due to entries still to be made for year end.

WAUKEGAN PUBLIC LIBRARY

Summary of Actual vs. Budgeted Results

For the 12 Months Ended April 30, 2019

DRAFT

unaudited

			2018 Actual	2019 Budget	YTD Operations	% Budget Rec'd/Used	% Budget Remaining
Revenues							
1	4100	Real Estate Tax Revenue	3,948,274	4,000,000	3,986,989	100%	0%
2	4200	Library Revenue	85,247	75,000	61,684	82%	18%
3	4300	Contributed Income	48,554	36,700	24,470	67%	33%
4	4400	Grant Revenue	473,721	346,500	289,303	83%	17%
5	4500	Interest Income	2,333	1,500	6,954	464%	-364%
6	4600	Other Income	12,801	154,000	25,094	16%	84%
		Total Revenues	<u>4,570,931</u>	<u>4,613,700</u>	<u>4,394,494</u>	<u>95%</u>	<u>5%</u>
Expenditures							
7	5100	Salaries, Benefits, Staff Dev	2,923,105	3,199,077	3,136,990	98%	2%
8	5200	Administrative Services	151,413	179,740	112,099	62%	38%
9	5300	Public Services	353,658	342,829	302,543	88%	12%
10	5400	Community Services	121,318	156,693	84,192	54%	46%
11	5500	Building Services	102,174	84,966	100,698	119%	-19%
12	5600	Information Technology Services	170,002	171,010	168,836	99%	1%
13	5700	Grants	212,446	156,000	59,190	38%	62%
14	6000	Capital Expenditures	70,131	30,880	49,003	159%	-59%
15	6500	Debt Service	292,788	291,663	291,663	100%	0%
		Total Expenditures	<u>4,397,035</u>	<u>4,612,858</u>	<u>4,305,214</u>	<u>93%</u>	<u>7%</u>
		Net Surplus	<u>173,897</u>	<u>842</u>	<u>89,280</u>		
			04/30/18		04/30/19		
Operations							
	1010	Petty Cash	800		805		
	1015	Associated Bank - Imprest	8,577		12,902		
	1020	First Midwest - City Account	424,923		537,853		
	1025	Associated Bank - Money Market	202,076		229,987		
	1045	Associated Bank - Flex	5,218		3,329		
		Sub-Total	<u>641,595</u>		<u>784,876</u>		
Reserves							
	1065	MB Financial	15,226		15,201		
	1040	First Midwest - Money Market	1,003		1,004		
		Sub-Total	<u>16,229</u>		<u>16,205</u>		
Investments							
	1060	FMB Certificates of Deposit	1,000,000		1,000,000		
16		Total	<u>1,657,824</u>		<u>1,801,081</u>		
17		Debt certificates outstanding	<u>2,715,000</u>		<u>2,535,000</u>		

WAUKEGAN PUBLIC LIBRARY

Summary of Disbursements

For the Month Ended April 30, 2019

	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Number</u>	<u>Amount</u>	<u>Transaction Description</u>	<u>Account</u>
1	Atlas	04/02/2019	112297	50.00		
2	Bomhold, Catharine Reese	04/02/2019	112298	304.00		
3	City of Waukegan	04/04/2019	4-1	27,257.79	March IMRF Payment	2100
4	Garcia, Alicia	04/08/2019	112299	674.11		
5	MyPay Solutions	04/15/2019	4-2	67,929.95	04/30/19 Payroll	5100/2100
6	MyPay Solutions	04/15/2019	4-2	26,091.73	04/15/19 Payroll	5100/2100
7	MyPay Solutions	04/15/2019	4-2	249.50		
8	MyPay Solutions	04/15/2019	4-2	158.05		
9	Grainger	04/15/2019	112300	441.65		
10	ALA/RDA Toolkit	04/15/2019	112301	191.00		
11	American Library Association	04/15/2019	112302	235.00		
12	AT&T Other	04/15/2019	112303	522.66		
13	Void	04/15/2019	112304	-		
14	Baker & Taylor 30	04/15/2019	112305	956.73		
15	Baker & Taylor 60	04/15/2019	112306	18.76		
16	Baker & Taylor 70	04/15/2019	112307	56.55		
17	Bart's Landscaping Ltd.	04/15/2019	112308	920.00		
18	Call One	04/15/2019	112309	852.93		
19	Center Point Large Print	04/15/2019	112310	140.22		
20	Cintas Corporation	04/15/2019	112311	291.92		
21	Clavijo, Pedro	04/15/2019	112312	300.00		
22	De Lage Landen Public Finance	04/15/2019	112313	2,495.23	Copier Lease	5200
23	DEMCO	04/15/2019	112314	219.33		
24	Gale CENGAGE Learning	04/15/2019	112315	20.79		
25	GCG Financial, Inc-Dental	04/15/2019	112316	2,340.00	Health Benefits	5100
26	GCG Financial, Inc-Medical	04/15/2019	112317	24,891.00	Health Benefits	5100
27	Hydro Management	04/15/2019	112318	415.62		
28	Ingram Library Services	04/15/2019	112319	123.80		
29	Krissek, Thomas	04/15/2019	112320	112.50		
30	Kronos SaaS, Inc.	04/15/2019	112321	378.00		
31	Kully Supply	04/15/2019	112322	57.60		
32	Lakeland/Larsen Elevator Corporation	04/15/2019	112323	443.70		
33	Library Ideas LLC	04/15/2019	112324	74.00		
34	Martinez, Ivette	04/15/2019	112325	730.00		
35	Midwest Tape	04/15/2019	112326	128.71		
36	MNJ Technologies Direct	04/15/2019	112327	4,899.00	Unitrends renewal	5600
37	Nationwide Retirement Solutions	04/15/2019	112328	1,428.00		
38	New Readers Press	04/15/2019	112329	605.99		
39	New York Life Insurance Company	04/15/2019	112330	221.06		
40	Nnambi, Hadiyah N.	04/15/2019	112331	682.50		
41	Office Plus Solutions & Supply	04/15/2019	112332	175.03		
42	Olson's Ace Hardware	04/15/2019	112333	482.44		
43	OverDrive, Inc.	04/15/2019	112334	344.13		
44	Penguin Random House LLC	04/15/2019	112335	298.75		
45	Peters, Tuwanda	04/15/2019	112336	200.00		
46	Pompilus, Edna	04/15/2019	112337	350.00		
47	Ramrod Distributors, Inc.	04/15/2019	112338	71.50		
48	Reader's Digest Large Print	04/15/2019	112339	29.96		
49	Steven J. Fink & Associates, PC	04/15/2019	112340	141.05		
50	Taylor, Margie	04/15/2019	112341	55.22		
51	Verizon	04/15/2019	112342	355.86		
52	WKGN - Water	04/15/2019	112343	139.86		
53	Women in Development North	04/15/2019	112344	50.00		
54	Baker & Taylor 10	04/15/2019	112345	4,349.15	Library Materials	5300
55	Zumbier	04/15/2019	112346	268.00		
56	Impact Networking, LLC	04/15/2019	112347	145.22		
57	Blair, Susan	04/16/2019	112348	198.41		
58	Kaaser Blair Incorporated	04/16/2019	112349	513.23		
59	LIMRiCC	04/16/2019	112350	6,319.00	Unemployment Insurance	5100
60	Sosa, Al	04/16/2019	112351	64.88		
61	MyPay Solutions	04/30/2019	4-4	65,440.44	04/15/19 Payroll	5100/2100

WAUKEGAN PUBLIC LIBRARY

Summary of Disbursements

For the Month Ended April 30, 2019

	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Number</u>	<u>Amount</u>	<u>Transaction Description</u>	<u>Account</u>
1	Atlas	04/02/2019	112297	50.00		
62	MyPay Solutions	04/30/2019	4-4	24,990.81	04/30/19 Payroll	5100/2100
63	MyPay Solutions	04/30/2019	4-4	249.50		
64	MyPay Solutions	04/30/2019	4-4	154.75		
65	ALA Library	04/30/2019	112352	89.00		
66	Amazon.com	04/30/2019	112353	3,006.81	Library Materials	5300
67	American Backflow Prevention	04/30/2019	112354	1,000.00		
68	American Outfitters Ltd	04/30/2019	112355	233.20		
69	AT&T Other	04/30/2019	112356	612.20		
70	Aztec Software	04/30/2019	112357	2,988.00	Library Materials	5300
71	Baker & Taylor 10	04/30/2019	112358	1,951.90		
72	Baker & Taylor 30	04/30/2019	112359	403.30		
73	Baker & Taylor 70	04/30/2019	112360	57.40		
74	Cardmember Service	04/30/2019	112361	3,301.71	Various	see detail
75	Chicago Sun-Times	04/30/2019	112362	416.00		
76	Clavijo, Pedro	04/30/2019	112363	350.00		
77	Comcast #2	04/30/2019	112364	219.85		
78	Counter Craft, Inc.	04/30/2019	112365	195.00		
79	Data Recognition Corporation	04/30/2019	112366	4,231.91	Testing Materials	5800
80	Dependable Fire Equipment	04/30/2019	112367	89.70		
81	Discount School Supply	04/30/2019	112368	112.34		
82	Emma, Inc.	04/30/2019	112369	1,861.44		
83	Encore Data Products, Inc.	04/30/2019	112370	198.00		
84	Garcia, Jaime Enrique Lopez	04/30/2019	112371	525.00		
85	Gaskill, Jonathan	04/30/2019	112372	81.20		
86	Grainger	04/30/2019	112373	74.64		
87	HMO Illinois - BlueCross BlueShield	04/30/2019	112374	4,541.88	Health Benefits	5100
88	Home Depot Credit Services	04/30/2019	112375	260.57		
89	Illinois Central School Bus	04/30/2019	112376	3,771.98	Buses for BSF and Bus-To-Us	5400
90	Illinois Library Association	04/30/2019	112377	750.00		
91	Ingram Library Services	04/30/2019	112378	51.88		
92	Jordan, Debra	04/30/2019	112379	85.77		
93	Krissek, Thomas	04/30/2019	112380	100.00		
94	Madison National Life	04/30/2019	112381	475.88		
95	Marcive Inc.	04/30/2019	112382	1,785.00		
96	Martinez, Ivette	04/30/2019	112383	767.50		
97	Midwest Tape	04/30/2019	112384	124.21		
98	Nationwide Retirement Solutions	04/30/2019	112385	1,188.00		
99	News-Sun	04/30/2019	112386	110.76		
100	Nnambi, Hadiyah N.	04/30/2019	112387	498.75		
101	Office Plus Solutions & Supply	04/30/2019	112388	181.25		
102	OverDrive, Inc.	04/30/2019	112389	221.98		
103	Penguin Random House LLC	04/30/2019	112390	33.75		
104	Pitney Bowes	04/30/2019	112391	966.96		
105	Pompilus, Edna	04/30/2019	112392	250.00		
106	Ramrod Distributors, Inc.	04/30/2019	112393	471.32		
107	Reblin, Beth	04/30/2019	112394	51.84		
108	Recorded Books, LLC	04/30/2019	112395	2,325.00	Library Materials	5300
109	School Specialty	04/30/2019	112396	53.08		
110	Steven J. Fink & Associates, PC	04/30/2019	112397	153.90		
111	Swank Movie Licensing USA	04/30/2019	112398	1,531.00		
112	Town Square Publications	04/30/2019	112399	925.00		
113	TruAssure	04/30/2019	112400	197.66		
114	University of Illinois	04/30/2019	112401	600.00		
115	VanderYacht, Kimberly	04/30/2019	112402	42.00		
116	Khatavkar, Gouri	04/30/2019	112404	395.25		
	Total Computer Generated Checks			<u>194,624.56</u>		
	Imprest Checks					
117	Francisco Martinez	04/09/2019	2101	120.00		

WAUKEGAN PUBLIC LIBRARY

Summary of Disbursements to Individuals
For the Month Ended April 30, 2019

	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Number</u>	<u>Amount</u>	<u>Transaction Description</u>	<u>Grant</u>
2	Bomhold, Catharine Reese	04/02/2019	112298	304.00	Housing for ALA conference	
4	Garcia, Alicia	04/08/2019	112299	674.11	Employee Reimbursement - Event Expenses	
21	Clavijo, Pedro	04/15/2019	112312	300.00	Grant Contractor	A
29	Krissek, Thomas	04/15/2019	112320	112.50	Grant Contractor	A
34	Martinez, Ivette	04/15/2019	112325	730.00	Grant Contractor	COTHS/HFNLC
40	Nnambi, Hadiyah N.	04/15/2019	112331	682.50	Grant Contractor	B
45	Peters, Tuwanda	04/15/2019	112336	200.00	Grant Contractor	A
46	Pompilus, Edna	04/15/2019	112337	350.00	Grant Contractor	A
50	Taylor, Margie	04/15/2019	112341	55.22	Employee Reimbursement - Mileage	
57	Blair, Susan	04/16/2019	112348	198.41	Cookies for Earth Day	
60	Sosa, Al	04/16/2019	112351	64.88	Employee Reimbursement - Health Care excess deduction	
76	Clavijo, Pedro	04/30/2019	112363	350.00	Grant Contractor	A
84	Garcia, Jaime Enrique Lopez	04/30/2019	112371	525.00	Contractor - Translations	
85	Gaskill, Jonathan	04/30/2019	112372	81.20	Employee Reimbursement - Mileage	
92	Jordan, Debra	04/30/2019	112379	85.77	Employee Reimbursement - Supplies	
93	Krissek, Thomas	04/30/2019	112380	100.00	Grant Contractor	A
96	Martinez, Ivette	04/30/2019	112383	767.50	Grant Contractor	COTHS/HFNLC
100	Nnambi, Hadiyah N.	04/30/2019	112387	498.75	Grant Contractor	B
105	Pompilus, Edna	04/30/2019	112392	250.00	Grant Contractor	A
107	Reblin, Beth	04/30/2019	112394	51.84	Employee Reimbursement - Supplies	
115	VanderYacht, Kimberly	04/30/2019	112402	42.00	Employee Reimbursement - Stamps	
116	Khatavkar, Gouri	04/30/2019	112404	395.25	Grant Contractor	A
117	Francisco Martinez	04/09/2019	2101	120.00	Employee Reimbursement - Vet Bill	

9:34 AM

05/09/19

Waukegan Public Library

Check Detail

April 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112361	04/30/2019	Cardmember Service		1020 · First Midwest Bank - City		-3,301.71
Bill	RIZZ...	04/30/2019		5444 · Animal Care		-3.25	3.25
				5545 · Green Initiatives		-43.72	43.72
Bill	BELO...	04/30/2019		5169 · ALA Conference		-374.23	420.00
				5169 · ALA Conference		-2.98	3.35
				5169 · ALA Conference		-25.84	29.00
				5169 · ALA Conference		-180.88	203.00
				5169 · ALA Conference		-173.13	194.30
				5169 · ALA Conference		-117.80	132.21
				5615 · Software Licenses		-6.66	7.48
				5153 · Professional Mships & Dues		-80.19	90.00
				8000 · Ask My Accountant		-158.14	177.48
				5167 · Background Checks - Employees		-62.15	69.75
				5153 · Professional Mships & Dues		-115.83	130.00
				5154 · Professional Development		-153.26	172.00
Bill	GASK...	04/30/2019		5307 · CM - Processing Supplies		-101.94	102.74
				5205 · Administrative Supplies		-26.76	26.96
				5438 · Internal Programs		-33.16	33.41
				5331 · Staff Supplies		-38.49	38.78
				5341 · Staff Supplies		-111.39	112.24
				8000 · Ask My Accountant		-10.90	10.99
				5719 · Conference Registration		-208.41	210.00
				5166 · Staff Benefit Programs		-26.63	26.83
				5719 · Conference Registration		-19.85	20.00
				5343 · ELC Supplies		-22.81	22.99
				5341 · Staff Supplies		-19.81	19.96
				5205 · Administrative Supplies		-5.17	5.21
				5711 · Travel & Transportation		-446.59	450.00
				5545 · Green Initiatives		-45.58	45.93
				5546 · Patron Coffee		-11.40	11.49
				5205 · Administrative Supplies		-193.63	195.11
				5610 · Internet Charges		-287.79	289.99
				5610 · Internet Charges		-6.95	7.00
				5205 · Administrative Supplies		-67.52	68.03
				5438 · Internal Programs		-26.56	26.76
				5431 · Book Clubs - Adults		-32.30	32.55
				5431 · Book Clubs - Adults		-60.01	60.47
TOTAL						-3,301.71	3,492.98
Bill Pmt -Check	112362	04/30/2019	Chicago Sun-Times		1020 · First Midwest Bank - City		-416.00
Bill	11266...	04/30/2019		5311 · General		-416.00	416.00
TOTAL						-416.00	416.00
Bill Pmt -Check	112363	04/30/2019	Clavijo, Pedro		1020 · First Midwest Bank - City		-350.00
Bill	A0415...	04/15/2019		5710 · Professional Services		-350.00	350.00
TOTAL						-350.00	350.00
Bill Pmt -Check	112364	04/30/2019	Comcast #2		1020 · First Midwest Bank - City		-219.85
Bill	APR19	04/30/2019		5610 · Internet Charges		-219.85	219.85
TOTAL						-219.85	219.85
Bill Pmt -Check	112365	04/30/2019	Counter Craft, Inc.		1020 · First Midwest Bank - City		-195.00
Bill	9914	04/30/2019		5511 · Building Repairs		-195.00	195.00
TOTAL						-195.00	195.00
Bill Pmt -Check	112366	04/30/2019	Data Recognition Corporation		1020 · First Midwest Bank - City		-4,231.91
Bill	128339	04/30/2019		5718 · Library Materials/Instr Mats		-4,231.91	4,231.91
TOTAL						-4,231.91	4,231.91
Bill Pmt -Check	112367	04/30/2019	Dependable Fire Equipment		1020 · First Midwest Bank - City		-89.70
Bill	18381	04/30/2019		5512 · Equipment Repairs		-89.70	89.70
TOTAL						-89.70	89.70
Bill Pmt -Check	112368	04/30/2019	Discount School Supply		1020 · First Midwest Bank - City		-112.34
Bill	P3817...	04/30/2019		5343 · ELC Supplies		-112.34	112.34
TOTAL						-112.34	112.34