

AGENDA
Waukegan Public Library – Board of Trustees Meeting
Wednesday July 17, 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 July 17, 2019 meeting

Motion to approve the minutes of the WPL July 3, 2019 meeting

IV. Finance Committee Report

Motion to approve May 2019 disbursements

Motion to approve June 2019 disbursements

V. Director's Report

Selina Gomez-Beloz

VI. Services Report

Jon Gaskill

VII. President's Report

Mary Stickels

VIII. Foundation Report

Alicia Garcia (Scheduled for August)

IX. Friends Report

Amanda Civitello

X. Governance Committee Report

Rachelle Mendez

None

XI. New Business/Action Agenda

- Waukegan Symphony performance memo

Motion to approve opening early for Waukegan Symphony performance on
February 22, 2020.

- Landscaping memo
- Non-resident Fee Resolution

Motion to approve Non-resident Fee Resolution

XII. Announcements/Trustee Comments

XIII. Public Comment – Comments limited to three minutes.

XIV. Motion to adjourn to closed executive session pursuant to code 5 ILCS 120/2 (c) (1).

XV. Motion to end closed executive session and return to open session.

XVI. Adjourn

Motion to adjourn at <Time> PM.

MINUTES
Waukegan Public Library – Board of Trustees Meeting

Wednesday, July 3, 6:30 PM, Board Room
128 N County Street, Waukegan, IL 60085

I. Call to Order

The meeting was called to order at 6:30pm

II. Roll Call

Trustees present: Ms. Mary Stickels, Ms. Sylvia England, Ms. Jean Smith, Ms. Chetara Jenkins, Ms. Rachelle Mendez, and Mr. Larry McShane.

Trustees absent: Ms. Marge Ferruzzi (with notice).

Also present were: Ms. Selina Gomez-Beloz, Executive Director; Mr. Jon Gaskill, Assistant Director; Ms. Debra Jordan, HR Manager; Ms. Alicia Garcia, Development Manager; Mr. Doug Stiles, Legal Counsel; Ms. Priscilla Resendiz, Reference Assistant, and members of the Bradbury Statue Committee.

III. Agenda and Minutes

Motion to approve Agenda for WPL Board of Trustees July 3, 2019 meeting was made by Ms. Sylvia England and seconded by Ms. Jean Smith. Motion passed.

Motion to approve the minutes of the WPL May 13, 2019 meeting was made by Ms. Sylvia England and seconded by Ms. Jean Smith. Motion passed.

IV. Finance Committee Report
None

A roll call to approve the May 2019 disbursements was made however; Ms. Jean Smith abstained. The motion to approve May 2019 disbursements is tabled until the next Board meeting due to Trustee questions on the new disbursement report format. The Trustees requested more credit card detail in future reports.

V. Bradbury Statue Proposal

Mr. Richard Lee presented, on behalf of the Bradbury Statue Committee requesting of the Board additional funds, not to exceed \$30,000, for final additional work around the statute (i.e. lights and benching). Ms. Selina Gomez-Beloz stated funds would be taken out of the reserve budget.

Ms. Jean Smith asked how we would be reimbursed? Foundation fundraising comes back to the Library through the course of the year.

A motion to approve the proposed funding was made by Mr. Larry McShane and seconded by Ms. Sylvia England. Motion passed.

VI. Director's Report

The Directors report is part of the Board Packet. Topics discussed included:

- Status of vacant positions and those that had been selected

MINUTES

Waukegan Public Library – Board of Trustees Meeting

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- Ms. Mary Stickels asked questions why some positions were still on hold. Ms. Selina Gomez-Beloz explained that some of the payroll budget had to cover the Census position because it was not fully grant funded nor was one of the coordinator positions in Education and Literacy. Ms. Gomez-Beloz also mentioned the pending departures of several employees over the next two months.
- Ms. Mary Stickels stated she received a letter from the state giving us \$111K grant.
- Doug went back to budget report and stated it doesn't show how \$250K in Ed and Literacy was distributed and spent.
- The Board has requested more detail in the financial reports

VII. Services Report

Mr. Jon Gaskill provided an update on the summer lunch program hosted by the library.

VIII. President's Report

Ms. Mary Stickels informed all that Ms. Marge Ferruzzi resigned from the Board due to personal reasons. Ms. Jean Smith asked who would replace her. This has been tabled.

IX. Foundation Report

Ms. Alicia Garcia provided an update on the Foundation.

- Mr. David Villalobos has joined the Foundation Board.
- Informed of new Brewery event on August 3 in Highwood at Kings and Convicts Brewery. Cost of tickets is \$30.
- Another event is planned for December – more information to come.

X. Friends Report

Ms. Amanda Civitello was not available so Ms. Selina Gomez-Beloz provided an update from the Friends.

- The Health Department is now allowing baked goods to be sold by the Friends.

Trustees asked about the building of the new stage in the courtyard. Ms. Selina Gomez-Beloz stated permits have been approved. This stage is permanent and allows more space for patrons at summer concerts. The Board wants any capital improvement to Library to be approved by them prior to starting any project.

XI. Governance Committee Report

The Governance Committee had meeting and Ms. Selina Gomez-Beloz provided draft policies as a result of that meeting. The Board says they are not approved and wanted more time to review all policies to include Resolution No 2019-02. (Topic's tabled)

XII. New Business/Action Agenda

a. Policy Review (Tabled)

- i. Internet Access Policy
- ii. Emergency Succession Policy
- iii. Disposal Policy

b. Non-resident Fee Resolution

Motion to approve Non-resident Fee Resolution (Tabled)

MINUTES
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c. Bradbury Statue Dedication – Early Closure Memo

Ms. Sylvia England asked why library closing at 2:00pm for Statue celebration and would any other public building close. Selina explained reasons why to set up and employees would continue to work their normal shift even if closed. Motion to approve was made by Ms. Sylvia England and seconded by Ms. Mary Stickels. Motion approved.

d. Per Capita Grant Update (Tabled for time)

e. Trustee OMA Training – reminder to Board

f. Trustee Facts File - Review of Chapters 12-14 (Tabled for time)

<https://www.cyberdriveillinois.com/departments/library/libraries/pdfs/trusteefacts.pdf>

XIII. Announcements/Trustee Comments

- Ms. Jean Smith requested any information they have to read sent to them prior to the requirement date.
- Ms. Selina Gomez-Beloz reminded everyone of annual OMA training for Board members and to let her know when completed.
- Ms. Sylvia England thanks everyone for support of Juneteenth activities at the park and library.
- Ms. Chetara Jenkins expressed thanks for the newsletter mail out.

XIV. Public Comment – Comments limited to three minutes.
None

XV. The meeting was adjourned at 8:45pm

Waukegan Public Library

Balance Sheet

As of May 31, 2019

	May 31, 19
ASSETS	
Current Assets	
Checking/Savings	
10000 · Total Cash	
10100 · Petty Cash	800.00
10200 · Associated Imprest	12,902.37
10300 · First Midwest City	388,360.88
10400 · Associated Money Market	102,332.79
10500 · First Midwest Capital Campaign	1,003.56
10600 · Associated Flex	12,661.54
10700 · MB Financial	15,202.04
10800 · First Midwest COD	1,000,000.00
Total 10000 · Total Cash	1,533,263.18
Total Checking/Savings	1,533,263.18
Other Current Assets	
13000 · Other Current Assets	
13100 · Due from Foundation Expenses	2,125.34
13200 · Due from Foundation Confs	150,230.00
13300 · Due from WPL Friends	600.00
13400 · Due from Employees Advances	1,670.76
13500 · Due from Employees Personals	59.63
13600 · Other Receivables	3,972,366.55
13700 · Prepaid Expenses	75,930.52
Total 13000 · Other Current Assets	4,202,982.80
Total Other Current Assets	4,202,982.80
Total Current Assets	5,736,245.98
Other Assets	
18600 · Other Assets	466.00
Total Other Assets	466.00
TOTAL ASSETS	5,736,711.98
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	2,221.11
Total Accounts Payable	2,221.11
Other Current Liabilities	
22000 · Other Current Liabilities	
22100 · Other Current Liabilities	5,220.13
22200 · Unearned Fee Revenue	-100.80
22300 · Deferred RET Revenue	3,972,366.55
Total 22000 · Other Current Liabilities	3,977,485.88
24000 · Payroll Liabilities	
24100 · Accrued Salaries	111,627.75
24200 · Employee IMRF	7,647.28
24300 · Employer IMRF	19,967.91
24400 · Optional Insurance	229.06
24500 · AFLAC	0.10
Total 24000 · Payroll Liabilities	139,472.10
Total Other Current Liabilities	4,116,957.98
Total Current Liabilities	4,119,179.09
Total Liabilities	4,119,179.09

Waukegan Public Library
Balance Sheet
As of May 31, 2019

	May 31, 19
Equity	
30000 · Opening Balance Equity	1,807,794.28
Net Income	-190,261.39
Total Equity	1,617,532.89
TOTAL LIABILITIES & EQUITY	5,736,711.98

Waukegan Public Library

Profit & Loss Budget vs. Actual

May 2019

	May 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Total Revenues				
41000 · Real Estate Tax Revenue	42,376.25	4,200,000.00	-4,157,623.75	1.0%
42000 · Library Revenues				
42100 · Cash short/over	-3.20			
42000 · Library Revenues - Other	5,334.26	50,000.00	-44,665.74	10.7%
Total 42000 · Library Revenues	5,331.06	50,000.00	-44,668.94	10.7%
43000 · Contributed Income				
43300 · Sponsorships	0.00	13,500.00	-13,500.00	0.0%
Total 43000 · Contributed Income	0.00	13,500.00	-13,500.00	0.0%
44000 · Grant Revenue				
44100 · Per Capita Grant	0.00	69,000.00	-69,000.00	0.0%
44200 · Literacy Grants	-400.00	250,000.00	-250,400.00	-0.2%
44300 · Other Grants	0.00	29,000.00	-29,000.00	0.0%
Total 44000 · Grant Revenue	-400.00	348,000.00	-348,400.00	-0.1%
45000 · Interest Income	2,947.56	5,000.00	-2,052.44	59.0%
46000 · Other Income	0.00	4,000.00	-4,000.00	0.0%
47000 · Recycling Income	0.00	1,000.00	-1,000.00	0.0%
Total 40000 · Total Revenues	50,254.87	4,621,500.00	-4,571,245.13	1.1%
Total Income	50,254.87	4,621,500.00	-4,571,245.13	1.1%
Expense				
50000 · Total Expenses				
51000 · Salary Related				
51100 · Salaries	183,530.74	2,255,000.00	-2,071,469.26	8.1%
51300 · Employment Taxes				
51310 · FICA Employer's Share	11,227.43	140,000.00	-128,772.57	8.0%
51320 · IMRF Employer's Share	19,967.91	243,000.00	-223,032.09	8.2%
51330 · Medicare Employer's Share	2,625.73	33,000.00	-30,374.27	8.0%
51340 · Unemployment Tax	0.00	10,000.00	-10,000.00	0.0%
Total 51300 · Employment Taxes	33,821.07	426,000.00	-392,178.93	7.9%
51400 · Employee Benefits				
51410 · Health Insurance	-313.56	264,000.00	-264,313.56	-0.1%
51420 · Dental Insurance	-498.40	16,000.00	-16,498.40	-3.1%
51430 · Vision Insurance	152.83	1,550.00	-1,397.17	9.9%
51440 · Life Insurance	174.34	4,000.00	-3,825.66	4.4%
51450 · Flex Benefits	-388.66	600.00	-988.66	-64.8%
Total 51400 · Employee Benefits	-873.45	286,150.00	-287,023.45	-0.3%
51500 · Training				
51510 · Professional Development	290.00	8,000.00	-7,710.00	3.6%
51520 · Conference Expenses	0.00	7,000.00	-7,000.00	0.0%
51530 · Staff Day	0.00	3,000.00	-3,000.00	0.0%
51540 · Professional Mships & Dues	1,880.00	5,000.00	-3,120.00	37.6%
Total 51500 · Training	2,170.00	23,000.00	-20,830.00	9.4%
51600 · Travel	113.99	6,000.00	-5,886.01	1.9%
51700 · Other Staff Costs				
51710 · Staff Recognition/Appreciation	132.47	1,500.00	-1,367.53	8.8%
51720 · Staff Room	3.24	1,000.00	-996.76	0.3%
51730 · Meals/Food	12.00	1,250.00	-1,238.00	1.0%
51740 · Staff Benefit Programs	0.00	250.00	-250.00	0.0%
51750 · Background Checks - Employees	0.00	300.00	-300.00	0.0%
51760 · Other	0.00	200.00	-200.00	0.0%
Total 51700 · Other Staff Costs	147.71	4,500.00	-4,352.29	3.3%
51800 · Contracted Services	0.00	3,000.00	-3,000.00	0.0%
Total 51000 · Salary Related	218,910.06	3,003,650.00	-2,784,739.94	7.3%

Waukegan Public Library

Profit & Loss Budget vs. Actual

May 2019

	May 19	Budget	\$ Over Budget	% of Budget
52000 · Administrative Expenses				
52100 · Postage	0.00	6,000.00	-6,000.00	0.0%
52200 · Insurance	0.00	65,000.00	-65,000.00	0.0%
52300 · Board Related	0.00	1,237.50	-1,237.50	0.0%
52400 · Professional Fees - Other	0.00	100.00	-100.00	0.0%
52500 · Audit and Accounting Fees	2,000.00	12,500.00	-10,500.00	16.0%
52600 · Payroll Service	684.20	8,900.00	-8,215.80	7.7%
52700 · Bank and Credit Card Fees	222.34	2,500.00	-2,277.66	8.9%
52800 · Legal Fees	0.00	100.00	-100.00	0.0%
52900 · Contingency	0.00	10,000.00	-10,000.00	0.0%
Total 52000 · Administrative Expenses	2,906.54	106,337.50	-103,430.96	2.7%
53000 · Supplies				
53100 · Administrative	172.81	16,500.00	-16,327.19	1.0%
53200 · CM Processing Supplies	0.00	20,000.00	-20,000.00	0.0%
53300 · ELC Supplies	0.00	1,500.00	-1,500.00	0.0%
53400 · Maintenance Supplies	494.15	20,000.00	-19,505.85	2.5%
Total 53000 · Supplies	666.96	58,000.00	-57,333.04	1.1%
54000 · Library Materials				
54100 · General	2,978.77	175,000.00	-172,021.23	1.7%
54200 · E-Resources	0.00	85,000.00	-85,000.00	0.0%
54300 · B&T	0.00	2,750.00	-2,750.00	0.0%
54400 · Online Search/OLC	0.00	11,000.00	-11,000.00	0.0%
54500 · E-Books	119.94	29,000.00	-28,880.06	0.4%
54600 · Authority Control	0.00	7,500.00	-7,500.00	0.0%
54700 · Resource Share	0.00	3,500.00	-3,500.00	0.0%
Total 54000 · Library Materials	3,098.71	313,750.00	-310,651.29	1.0%
55000 · Building Services Contract	398.00	47,000.00	-46,602.00	0.8%
56000 · Programs				
56100 · Adult Programs	0.00	3,250.00	-3,250.00	0.0%
56200 · Teen Programs	120.19	1,600.00	-1,479.81	7.5%
56300 · Childrens Programs	343.15	7,000.00	-6,656.85	4.9%
56400 · Special Programs	0.00	8,250.00	-8,250.00	0.0%
56500 · Movie Licensing	0.00	1,750.00	-1,750.00	0.0%
56600 · Sponsored Programs				
56610 · Adult Programs	0.00	1,500.00	-1,500.00	0.0%
56620 · Special Programs	0.00	12,000.00	-12,000.00	0.0%
Total 56600 · Sponsored Programs	0.00	13,500.00	-13,500.00	0.0%
Total 56000 · Programs	463.34	35,350.00	-34,886.66	1.3%
56700 · Testing	0.00	2,000.00	-2,000.00	0.0%
57000 · Marketing				
57100 · Translations	0.00	2,500.00	-2,500.00	0.0%
57200 · Software	0.00	1,500.00	-1,500.00	0.0%
57300 · Printing	0.00	30,000.00	-30,000.00	0.0%
57400 · Signs	0.00	4,000.00	-4,000.00	0.0%
57500 · Advertising	0.00	6,000.00	-6,000.00	0.0%
57600 · Engagemnet and Outreach	260.00	3,000.00	-2,740.00	8.7%
57700 · Other	20.00	4,500.00	-4,480.00	0.4%
Total 57000 · Marketing	280.00	51,500.00	-51,220.00	0.5%
58000 · Foundation Related				
58100 · Volunteer Engagement	458.26	1,000.00	-541.74	45.8%
58200 · Background Checks - Volunteers	0.00	750.00	-750.00	0.0%
58300 · Donor Recog/ Appreciation	0.00	2,200.00	-2,200.00	0.0%
Total 58000 · Foundation Related	458.26	3,950.00	-3,491.74	11.6%
58500 · Grants				
58510 · Literacy	4,444.61	250,000.00	-245,555.39	1.8%
58520 · Other	0.00	29,000.00	-29,000.00	0.0%
Total 58500 · Grants	4,444.61	279,000.00	-274,555.39	1.6%

Waukegan Public Library
Profit & Loss Budget vs. Actual
May 2019

	May 19	Budget	\$ Over Budget	% of Budget
59000 · Repairs and Maintenance				
59100 · Building Repairs	0.00	5,000.00	-5,000.00	0.0%
59200 · Equipment Repairs	0.00	3,500.00	-3,500.00	0.0%
59300 · Vehicle Repairs, Gas & Upkeep	0.00	2,000.00	-2,000.00	0.0%
59400 · Cleaning Service	0.00	2,000.00	-2,000.00	0.0%
59500 · Equipment Rental	0.00	200.00	-200.00	0.0%
59600 · Utilities	166.39	4,000.00	-3,833.61	4.2%
59700 · Security	0.00	500.00	-500.00	0.0%
59800 · Green Initiatives	0.00	1,500.00	-1,500.00	0.0%
Total 59000 · Repairs and Maintenance	166.39	18,700.00	-18,533.61	0.9%
60000 · Tech Services				
60100 · Tech Equipmnet	0.00	11,000.00	-11,000.00	0.0%
60200 · Computer Maintenance	0.00	95,000.00	-95,000.00	0.0%
60300 · Telephones				
60310 · Local and Long Distance Service	878.26	10,000.00	-9,121.74	8.8%
60320 · Telephone Repairs	0.00	300.00	-300.00	0.0%
60330 · Wireless Service	0.00	5,500.00	-5,500.00	0.0%
60340 · Equipment	0.00	1,000.00	-1,000.00	0.0%
Total 60300 · Telephones	878.26	16,800.00	-15,921.74	5.2%
60400 · Internet	1,623.90	24,000.00	-22,376.10	6.8%
60500 · Software Licenses	3,790.00	65,000.00	-61,210.00	5.8%
60600 · Website Development	210.00	1,000.00	-790.00	21.0%
Total 60000 · Tech Services	6,502.16	212,800.00	-206,297.84	3.1%
60800 · Capital Expenses				
60810 · Furniture & Fixtures	0.00	5,000.00	-5,000.00	0.0%
60820 · Equipment Leases	2,495.23	40,000.00	-37,504.77	6.2%
60830 · Capital Expenditures - Other	0.00	150,000.00	-150,000.00	0.0%
Total 60800 · Capital Expenses	2,495.23	195,000.00	-192,504.77	1.3%
60900 · Debt Service				
60910 · Principal Payments	0.00	190,000.00	-190,000.00	0.0%
60920 · Interest Expense	0.00	104,462.50	-104,462.50	0.0%
Total 60900 · Debt Service	0.00	294,462.50	-294,462.50	0.0%
Total 50000 · Total Expenses	240,790.26	4,621,500.00	-4,380,709.74	5.2%
81000 · FY19 Expenses	0.00			
Total Expense	240,790.26	4,621,500.00	-4,380,709.74	5.2%
Net Ordinary Income	-190,535.39	0.00	-190,535.39	100.0%
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	-274.00			
Total Other Expense	-274.00			
Net Other Income	274.00	0.00	274.00	100.0%
Net Income	-190,261.39	0.00	-190,261.39	100.0%

8:15 AM
06/18/19

Waukegan Public Library
Check Detail
May 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		05/31/2019			10600 · Associate...		-3.00
					52700 · Bank and C...	-3.00	3.00
TOTAL						-3.00	3.00
Check		05/31/2019			10400 · Associate...		-219.34
					52700 · Bank and C...	-219.34	219.34
TOTAL						-219.34	219.34
Check	112405	05/02/2019	Resendiz, Priscilla		10300 · First Midw...		-120.00
					13400 · Due from E...	-120.00	120.00
TOTAL						-120.00	120.00
Check	112406	05/03/2019	New York Life Insurance Company		10300 · First Midw...		-221.06
					24400 · Optional In...	-221.06	221.06
TOTAL						-221.06	221.06
Check	112407	05/06/2019	Aflac		10300 · First Midw...		-597.10
					24500 · AFLAC	-597.10	597.10
TOTAL						-597.10	597.10
Check	112409	05/06/2019	Waukegan Main Street		10300 · First Midw...		-250.00
					51540 · Profession...	-250.00	250.00
TOTAL						-250.00	250.00
Bill Pmt -Check	112411	05/15/2019	Apple Books		10300 · First Midw...		-979.74
Bill	110731	05/15/2019			81000 · FY19 Expe...	-63.88	63.88
Bill	110721	05/15/2019			81000 · FY19 Expe...	-265.64	265.64
Bill	110627	05/15/2019			81000 · FY19 Expe...	-650.22	668.21
TOTAL						-979.74	997.73
Bill Pmt -Check	112412	05/15/2019	American Backflow Prevention		10300 · First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112413	05/15/2019	American Outfitters Ltd		10300 · First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112414	05/15/2019	AT&T Other		10300 · First Midw...		-522.67
Bill	APR19	05/15/2019			81000 · FY19 Expe...	-522.67	522.67
TOTAL						-522.67	522.67
Bill Pmt -Check	112415	05/15/2019	Baker & Taylor 10		10300 · First Midw...		-2,651.90
Bill	2034526...	05/15/2019			81000 · FY19 Expe...	-329.42	329.42
Bill	2034518...	05/15/2019			81000 · FY19 Expe...	-443.45	443.45
Bill	2034516...	05/15/2019			81000 · FY19 Expe...	-229.57	229.57
Bill	2034511...	05/15/2019			81000 · FY19 Expe...	-1,604.06	1,604.06
					13500 · Due from E...	-45.40	45.40
TOTAL						-2,651.90	2,651.90

8:15 AM

06/18/19

Waukegan Public Library

Check Detail

May 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112416	05/15/2019	Baker & Taylor 30		10300 · First Midw...		-685.08
Bill	H341402...	05/15/2019			81000 · FY19 Expe...	-38.91	38.91
Bill	H337695...	05/15/2019			81000 · FY19 Expe...	-44.08	44.08
Bill	H337024...	05/15/2019			81000 · FY19 Expe...	-41.88	41.88
Bill	T031720...	05/15/2019			81000 · FY19 Expe...	-22.78	22.78
Bill	H345919...	05/15/2019			81000 · FY19 Expe...	-29.39	29.39
Bill	H345919...	05/15/2019			81000 · FY19 Expe...	-129.87	129.87
Bill	H345206...	05/15/2019			81000 · FY19 Expe...	-11.88	11.88
Bill	H336272...	05/15/2019			81000 · FY19 Expe...	-85.20	85.20
Bill	H336272...	05/15/2019			81000 · FY19 Expe...	-11.02	11.02
Bill	H335686...	05/15/2019			81000 · FY19 Expe...	-11.02	11.02
Bill	H341490...	05/15/2019			81000 · FY19 Expe...	-14.35	14.35
Bill	H341639...	05/15/2019			81000 · FY19 Expe...	-132.24	132.24
Bill	H341639...	05/15/2019			81000 · FY19 Expe...	-55.94	55.94
Bill	H344427...	05/15/2019			81000 · FY19 Expe...	-33.78	33.78
Bill	H342750...	05/15/2019			81000 · FY19 Expe...	-22.74	22.74
TOTAL						-685.08	685.08
Bill Pmt -Check	112417	05/15/2019	Baker & Taylor 60		10300 · First Midw...		-97.60
Bill	5015495...	05/15/2019			81000 · FY19 Expe...	-97.60	97.60
TOTAL						-97.60	97.60
Bill Pmt -Check	112418	05/15/2019	Baker & Taylor 70		10300 · First Midw...		-170.50
Bill	H343108...	05/15/2019			81000 · FY19 Expe...	-14.35	14.35
Bill	H333976...	05/15/2019			81000 · FY19 Expe...	-14.35	14.35
Bill	H339303...	05/15/2019			81000 · FY19 Expe...	-85.25	85.25
Bill	H333976...	05/15/2019			81000 · FY19 Expe...	-14.35	14.35
Bill	H344444...	05/15/2019			81000 · FY19 Expe...	-14.35	14.35
Bill	H344444...	05/15/2019			81000 · FY19 Expe...	-27.85	27.85
TOTAL						-170.50	170.50
Bill Pmt -Check	112419	05/15/2019	Call One		10300 · First Midw...		-878.26
Bill	MAY19	05/15/2019			60310 · Local and L...	-878.26	878.26
TOTAL						-878.26	878.26
Bill Pmt -Check	112420	05/15/2019	Center Point Large Print		10300 · First Midw...		-140.22
Bill	1686804	05/15/2019			81000 · FY19 Expe...	-140.22	140.22
TOTAL						-140.22	140.22
Bill Pmt -Check	112421	05/15/2019	Cintas Corporation		10300 · First Midw...		-364.90
Bill	APR19	05/15/2019			81000 · FY19 Expe...	-364.90	364.90
TOTAL						-364.90	364.90
Bill Pmt -Check	112422	05/15/2019	Clavijo, Pedro		10300 · First Midw...		-325.00
Bill	GRANT...	05/15/2019			81000 · FY19 Expe...	-325.00	325.00
TOTAL						-325.00	325.00
Bill Pmt -Check	112423	05/15/2019	Comcast #2		10300 · First Midw...		-141.85
Bill	APR19	05/15/2019			60400 · Internet	-141.85	141.85
TOTAL						-141.85	141.85

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Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112424	05/15/2019	Cordova, Jennyfer		10300 · First Midw...		-54.56
Bill	MAY19 ...	05/15/2019			51600 · Travel	-54.56	54.56
TOTAL						-54.56	54.56
Bill Pmt -Check	112425	05/15/2019	De Lage Landen Public Finance		10300 · First Midw...		-2,495.23
Bill	63261088	05/15/2019			60820 · Equipment ...	-2,495.23	2,495.23
TOTAL						-2,495.23	2,495.23
Bill Pmt -Check	112426	05/15/2019	Ewing Enterprises, Inc.		10300 · First Midw...		-60.00
Bill	17239	05/15/2019			53400 · Maintenanc...	-60.00	60.00
TOTAL						-60.00	60.00
Bill Pmt -Check	112427	05/15/2019	Gandhi, Vaishali		10300 · First Midw...		-20.19
Bill	MAY19 ...	05/15/2019			56200 · Teen Progr...	-20.19	20.19
TOTAL						-20.19	20.19
Bill Pmt -Check	112428	05/15/2019	Garcia, Alicia		10300 · First Midw...		-367.35
Bill	MAY19 ...	05/15/2019			58100 · Volunteer E...	-367.35	367.35
TOTAL						-367.35	367.35
Bill Pmt -Check	112429	05/15/2019	GCG Financial, Inc-Dental		10300 · First Midw...		-2,212.00
Bill	APR19	05/15/2019			81000 · FY19 Expe...	-2,212.00	2,212.00
TOTAL						-2,212.00	2,212.00
Bill Pmt -Check	112430	05/15/2019	GCG Financial, Inc-Medical		10300 · First Midw...		-20,827.00
Bill	APR19	05/15/2019			81000 · FY19 Expe...	-20,827.00	20,827.00
TOTAL						-20,827.00	20,827.00
Bill Pmt -Check	112431	05/15/2019	Grainger		10300 · First Midw...		-111.51
Bill	9154193...	05/15/2019			81000 · FY19 Expe...	-111.51	111.51
TOTAL						-111.51	111.51
Bill Pmt -Check	112432	05/15/2019	HR Source		10300 · First Midw...		-1,340.00
Bill	FY20-58...	05/15/2019			51540 · Profession...	-1,340.00	1,340.00
TOTAL						-1,340.00	1,340.00
Bill Pmt -Check	112433	05/15/2019	Illinois Department of Innovation & Techn		10300 · First Midw...		-650.00
Bill	T1925800	05/15/2019			81000 · FY19 Expe...	-650.00	650.00
TOTAL						-650.00	650.00
Bill Pmt -Check	112434	05/15/2019	Illinois Library Association		10300 · First Midw...		-224.50
Bill	793260 I...	05/15/2019			56300 · Childrens P...	-224.50	224.50
TOTAL						-224.50	224.50

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Bill Pmt -Check	112435	05/15/2019	Ingram Library Services		10300 · First Midw...		-176.47
Bill	67081064	05/15/2019			81000 · FY19 Expe...	-89.96	89.96
Bill	62570134	05/15/2019			81000 · FY19 Expe...	-24.53	24.53
Bill	62571858	05/15/2019			81000 · FY19 Expe...	-61.98	61.98
TOTAL						-176.47	176.47
Bill Pmt -Check	112436	05/15/2019	Innovative Interfaces, Inc. I		10300 · First Midw...		-29,336.67
Bill	INV-INC...	05/15/2019			81000 · FY19 Expe...	-29,336.67	29,336.67
TOTAL						-29,336.67	29,336.67
Bill Pmt -Check	112437	05/15/2019	Juneteenth Cultural Committee of LC, Inc.		10300 · First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112438	05/15/2019	Khatavkar, Gouri		10300 · First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112439	05/15/2019	Klein, Thorpe and Jenkins, Ltd.		10300 · First Midw...		-64.50
Bill	202492	05/15/2019			81000 · FY19 Expe...	-64.50	64.50
TOTAL						-64.50	64.50
Bill Pmt -Check	112440	05/15/2019	Kully Supply		10300 · First Midw...		-28.72
Bill	433178	05/15/2019			81000 · FY19 Expe...	-28.72	28.72
TOTAL						-28.72	28.72
Bill Pmt -Check	112441	05/15/2019	Library Ideas LLC		10300 · First Midw...		-98.50
Bill	69158	05/15/2019			81000 · FY19 Expe...	-98.50	98.50
TOTAL						-98.50	98.50
Bill Pmt -Check	112442	05/15/2019	Madison National Life		10300 · First Midw...		-174.34
Bill	JUN19	05/15/2019			51440 · Life Insuran...	-174.34	174.34
TOTAL						-174.34	174.34
Bill Pmt -Check	112443	05/15/2019	Marcive Inc.		10300 · First Midw...		-300.00
Bill	38633	05/15/2019			81000 · FY19 Expe...	-300.00	300.00
TOTAL						-300.00	300.00
Bill Pmt -Check	112444	05/15/2019	Martinez, Ivette		10300 · First Midw...		-809.00
Bill	MANO04...	05/15/2019			81000 · FY19 Expe...	-435.00	435.00
Bill	COTHS0...	05/15/2019			81000 · FY19 Expe...	-374.00	374.00
TOTAL						-809.00	809.00
Bill Pmt -Check	112445	05/15/2019	Minuteman Press of Gurnee		10300 · First Midw...		-1,477.50
Bill	56199	05/15/2019			81000 · FY19 Expe...	-1,477.50	1,477.50
TOTAL						-1,477.50	1,477.50

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Bill Pmt -Check	112446	05/15/2019	MNJ Technologies Direct		10300 · First Midw...		-419.88
Bill	0003665...	05/15/2019			81000 · FY19 Expe...	-419.88	419.88
TOTAL						-419.88	419.88
Bill Pmt -Check	112447	05/15/2019	Nationwide Retirement Solutions		10300 · First Midw...		-1,388.00
Bill	THRU 0...	05/15/2019			24600 · Nationwide	-1,388.00	1,388.00
TOTAL						-1,388.00	1,388.00
Bill Pmt -Check	112448	05/15/2019	New Readers Press		10300 · First Midw...		-216.81
Bill	8987990	05/15/2019			81000 · FY19 Expe...	-216.81	216.81
TOTAL						-216.81	216.81
Bill Pmt -Check	112449	05/15/2019	Nnambi, Hadiyah N.		10300 · First Midw...		-692.14
Bill	APR19	05/15/2019			81000 · FY19 Expe...	-27.14	27.14
Bill	GRANT...	05/15/2019			81000 · FY19 Expe...	-665.00	665.00
TOTAL						-692.14	692.14
Bill Pmt -Check	112450	05/15/2019	The Howard E Nyhart Co Inc		10300 · First Midw...		-2,000.00
Bill	0149604	05/15/2019			52500 · Audit and A...	-2,000.00	2,000.00
TOTAL						-2,000.00	2,000.00
Bill Pmt -Check	112451	05/15/2019	Olson's Ace Hardware		10300 · First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112452	05/15/2019	Paper Tiger Document Solutions		10300 · First Midw...		-300.00
Bill	24467	05/15/2019			81000 · FY19 Expe...	-300.00	300.00
TOTAL						-300.00	300.00
Bill Pmt -Check	112453	05/15/2019	Penguin Random House LLC		10300 · First Midw...		-26.25
Bill	1088531...	05/15/2019			81000 · FY19 Expe...	-26.25	26.25
TOTAL						-26.25	26.25
Bill Pmt -Check	112454	05/15/2019	Pompilus, Edna		10300 · First Midw...		-50.00
Bill	GRANT...	05/15/2019			81000 · FY19 Expe...	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	112455	05/15/2019	Reblin, Beth		10300 · First Midw...		-59.43
Bill	MAY19 ...	05/15/2019			51600 · Travel	-59.43	59.43
TOTAL						-59.43	59.43
Bill Pmt -Check	112456	05/15/2019	Steven J. Fink & Associates, PC		10300 · First Midw...		-153.90
Bill	THRU 0...	05/15/2019			24700 · Wage Garn...	-153.90	153.90
TOTAL						-153.90	153.90

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Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112457	05/15/2019	Taylor, Margie		10300 · First Midw...		-44.11
Bill	APR19 ...	05/15/2019			81000 · FY19 Expe...	-44.11	44.11
TOTAL						-44.11	44.11
Bill Pmt -Check	112458	05/15/2019	Toto, Patrick		10300 · First Midw...		-40.71
Bill	APR19 ...	05/15/2019			81000 · FY19 Expe...	-40.71	40.71
TOTAL						-40.71	40.71
Bill Pmt -Check	112459	05/15/2019	VanderYacht, Kimberly		10300 · First Midw...		-90.91
Bill	MAY19 ...	05/15/2019			58100 · Volunteer E...	-90.91	90.91
TOTAL						-90.91	90.91
Bill Pmt -Check	112460	05/15/2019	Verizon		10300 · First Midw...		-355.36
Bill	APR19	05/15/2019			81000 · FY19 Expe...	-355.36	355.36
TOTAL						-355.36	355.36
Bill Pmt -Check	112461	05/15/2019	Waukegan Chamber of Commerce		10300 · First Midw...		-105.00
Bill	55272F	05/15/2019			51540 · Profession...	-105.00	105.00
TOTAL						-105.00	105.00
Bill Pmt -Check	112462	05/15/2019	Waukegan Park District		10300 · First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112463	05/15/2019	Weblinx, Inc.		10300 · First Midw...		-20.00
Bill	27384	05/15/2019			57700 · Other	-20.00	20.00
TOTAL						-20.00	20.00
Bill Pmt -Check	112464	05/15/2019	WILIUG		10300 · First Midw...		-40.00
Bill	SHAUB ...	05/15/2019			51540 · Profession...	-40.00	40.00
TOTAL						-40.00	40.00
Bill Pmt -Check	112465	05/15/2019	WKGN - Water		10300 · First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112466	05/15/2019	Zoobean		10300 · First Midw...		-2,295.00
Bill	1945	05/15/2019			81000 · FY19 Expe...	-2,295.00	2,295.00
TOTAL						-2,295.00	2,295.00
Bill Pmt -Check	112467	05/15/2019	Olson's Ace Hardware		10300 · First Midw...		-27.13
Bill	THRU 0...	05/15/2019			81000 · FY19 Expe...	-27.13	27.13
TOTAL						-27.13	27.13
Bill Pmt -Check	112468	05/15/2019	WKGN - Water		10300 · First Midw...		-134.63
Bill	APR19	05/15/2019			81000 · FY19 Expe...	-134.63	134.63
TOTAL						-134.63	134.63

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Bill Pmt -Check	112469	05/15/2019	Khatavkar, Gouri		10300 · First Midw...		-697.00
Bill	GRANT...	05/15/2019			81000 · FY19 Expe...	-697.00	697.00
TOTAL						-697.00	697.00
Bill Pmt -Check	112470	05/15/2019	Juneteenth Cultural Committee of LC, Inc.		10300 · First Midw...		-175.00
Bill	VENDO...	05/15/2019			57600 · Engagemn...	-175.00	175.00
TOTAL						-175.00	175.00
Bill Pmt -Check	112471	05/15/2019	Waukegan Park District		10300 · First Midw...		-85.00
Bill	VENDO...	05/15/2019			57600 · Engagemn...	-85.00	85.00
TOTAL						-85.00	85.00
Bill Pmt -Check	112472	05/15/2019	Jung, Elizabeth		10300 · First Midw...		-1,670.68
Bill	05/15/19...	05/15/2019			13400 · Due from E...	-1,670.68	1,670.68
TOTAL						-1,670.68	1,670.68
Bill Pmt -Check	112473	05/28/2019	United States Postal Service		10300 · First Midw...		-2,532.72
Bill	Summer ...	05/28/2019			81000 · FY19 Expe...	-2,532.72	2,532.72
TOTAL						-2,532.72	2,532.72
Bill Pmt -Check	112474	05/31/2019	Grainger		10300 · First Midw...		-26.91
Bill	9176814...	05/31/2019			53400 · Maintenanc...	-26.91	71.26
TOTAL						-26.91	71.26
Bill Pmt -Check	112475	05/31/2019	Aflac		10300 · First Midw...		-597.10
Bill	THRU 0...	05/31/2019			24500 · AFLAC	-597.10	597.10
TOTAL						-597.10	597.10
Bill Pmt -Check	112476	05/31/2019	ALA Member Services		10300 · First Midw...		-280.00
Bill	2011452	05/31/2019			51510 · Profession...	-280.00	280.00
TOTAL						-280.00	280.00
Bill Pmt -Check	112477	05/31/2019	Amazon.com		10300 · First Midw...		-1,589.96
Bill	MAY19	05/31/2019			13500 · Due from E...	-105.03	105.03
					54100 · General	-1,484.93	1,484.93
TOTAL						-1,589.96	1,589.96
Bill Pmt -Check	112478	05/31/2019	American Button Machine		10300 · First Midw...		-89.92
Bill	169185	05/31/2019			56300 · Childrens P...	-89.92	89.92
TOTAL						-89.92	89.92
Bill Pmt -Check	112479	05/31/2019	American Library Association		10300 · First Midw...		0.00
TOTAL						0.00	0.00

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Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112480	05/31/2019	Arreola, Rubi		10300 · First Midw...		-28.73
Bill	MAY19 ...	05/31/2019			56300 · Childrens P...	-28.73	28.73
TOTAL						-28.73	28.73
Bill Pmt -Check	112481	05/31/2019	AT&T Other		10300 · First Midw...		-612.20
Bill	MAY19	05/31/2019			60400 · Internet	-612.20	612.20
TOTAL						-612.20	612.20
Bill Pmt -Check	112482	05/31/2019	Baker & Taylor 10		10300 · First Midw...		-1,456.70
Bill	2034550...	05/31/2019			13500 · Due from E...	-24.40	24.40
					54100 · General	-295.76	295.76
Bill	2034541...	05/31/2019			81000 · FY19 Expe...	-490.30	490.30
Bill	2034564...	05/31/2019			13500 · Due from E...	-29.89	29.89
					54100 · General	-616.35	616.35
TOTAL						-1,456.70	1,456.70
Bill Pmt -Check	112483	05/31/2019	Baker & Taylor 30		10300 · First Midw...		-300.16
Bill	H349370...	05/31/2019			54100 · General	-88.16	88.16
Bill	H349738...	05/31/2019			54100 · General	-102.84	102.84
Bill	H350024...	05/31/2019			54100 · General	-33.78	33.78
Bill	T036710...	05/31/2019			81000 · FY19 Expe...	-5.93	5.93
Bill	H348302...	05/31/2019			81000 · FY19 Expe...	-14.23	14.23
Bill	H352558...	05/31/2019			54100 · General	-41.26	41.26
Bill	T040489...	05/31/2019			54100 · General	-13.96	13.96
TOTAL						-300.16	300.16
Bill Pmt -Check	112484	05/31/2019	Baker & Taylor 70		10300 · First Midw...		-28.70
Bill	H349362...	05/31/2019			54100 · General	-14.35	14.35
Bill	H348607...	05/31/2019			54100 · General	-14.35	14.35
TOTAL						-28.70	28.70
Bill Pmt -Check	112485	05/31/2019	Cardmember Service		10300 · First Midw...		-4,958.63
Bill	GASKIL...	05/31/2019			81000 · FY19 Expe...	-14.45	14.59
					81000 · FY19 Expe...	-26.96	27.19
					81000 · FY19 Expe...	-1.49	1.50
					81000 · FY19 Expe...	-87.50	88.28
					81000 · FY19 Expe...	-234.91	236.99
					81000 · FY19 Expe...	-16.83	16.98
					81000 · FY19 Expe...	-57.48	57.99
					81000 · FY19 Expe...	-86.21	86.97
					81000 · FY19 Expe...	-292.71	295.31
					81000 · FY19 Expe...	-267.59	269.97
					81000 · FY19 Expe...	-68.16	68.76
					81000 · FY19 Expe...	-120.57	121.64
					81000 · FY19 Expe...	-24.78	25.00
					81000 · FY19 Expe...	-296.38	299.00
					81000 · FY19 Expe...	-65.12	65.70
					81000 · FY19 Expe...	-27.73	27.97
					81000 · FY19 Expe...	-638.17	643.83
					81000 · FY19 Expe...	-106.69	107.63
					81000 · FY19 Expe...	-6.94	7.00
Bill	BELOZ ...	05/31/2019			81000 · FY19 Expe...	-45.00	45.00
					81000 · FY19 Expe...	-138.94	138.94
					81000 · FY19 Expe...	-60.00	60.00
					81000 · FY19 Expe...	-60.00	60.00
					81000 · FY19 Expe...	-326.00	326.00
					81000 · FY19 Expe...	-249.00	249.00
					81000 · FY19 Expe...	-249.00	249.00
					81000 · FY19 Expe...	-110.00	110.00
					81000 · FY19 Expe...	-296.82	296.82
					81000 · FY19 Expe...	-7.48	7.48
					81000 · FY19 Expe...	-99.00	99.00
					81000 · FY19 Expe...	-20.00	20.00

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Bill	RIZZIO ...	05/31/2019			81000 · FY19 Expe...	-144.00	144.00
					81000 · FY19 Expe...	-30.00	30.00
					81000 · FY19 Expe...	-27.90	27.90
					81000 · FY19 Expe...	-12.70	12.70
					81000 · FY19 Expe...	-21.65	21.65
					81000 · FY19 Expe...	-48.00	48.00
					81000 · FY19 Expe...	-339.92	339.92
					81000 · FY19 Expe...	-38.94	38.94
					81000 · FY19 Expe...	-39.30	39.30
					81000 · FY19 Expe...	-10.46	10.46
					81000 · FY19 Expe...	-36.54	36.54
					81000 · FY19 Expe...	-4.99	4.99
					81000 · FY19 Expe...	-62.32	62.32
					81000 · FY19 Expe...	-40.00	40.00
TOTAL						-4,958.63	4,980.26
Bill Pmt -Check	112486	05/31/2019	Chicago Filter Company		10300 · First Midw...		-398.00
Bill	306213	05/31/2019			55000 · Building Se...	-398.00	398.00
TOTAL						-398.00	398.00
Bill Pmt -Check	112487	05/31/2019	Civitello, Amanda		10300 · First Midw...		-610.41
Bill	MAY19 ...	05/31/2019			81000 · FY19 Expe...	-235.00	235.00
					81000 · FY19 Expe...	-235.00	235.00
					51710 · Staff Recog...	-8.60	8.60
					51710 · Staff Recog...	-113.87	113.87
					81000 · FY19 Expe...	-17.94	17.94
TOTAL						-610.41	610.41
Bill Pmt -Check	112488	05/31/2019	Clavijo, Pedro		10300 · First Midw...		-350.00
Bill	A051520...	05/15/2019			58510 · Literacy	-350.00	350.00
TOTAL						-350.00	350.00
Bill Pmt -Check	112489	05/31/2019	Comcast #2		10300 · First Midw...		-219.85
Bill	MAY19	05/31/2019			60400 · Internet	-219.85	219.85
TOTAL						-219.85	219.85
Bill Pmt -Check	112490	05/31/2019	Cordova, Jennyfer		10300 · First Midw...		-10.00
Bill	MAY19 ...	05/31/2019			51510 · Profession...	-10.00	10.00
TOTAL						-10.00	10.00
Bill Pmt -Check	112491	05/31/2019	Data Recognition Corporation		10300 · First Midw...		-1,969.12
Bill	129478	05/31/2019			81000 · FY19 Expe...	-1,969.12	1,969.12
TOTAL						-1,969.12	1,969.12
Bill Pmt -Check	112492	05/31/2019	HMO Illinois - BlueCross BlueShield		10300 · First Midw...		-4,110.40
Bill	JUN19	05/31/2019			51410 · Health Insu...	-4,110.40	4,110.40
TOTAL						-4,110.40	4,110.40

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Waukegan Public Library
Check Detail
May 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112493	05/31/2019	Home Depot Credit Services		10300 · First Midw...		-830.16
Bill	MAY19 ...	05/31/2019			81000 · FY19 Expe...	-53.66	53.66
					81000 · FY19 Expe...	-26.82	26.82
					81000 · FY19 Expe...	-62.61	62.61
					81000 · FY19 Expe...	-215.80	215.80
					81000 · FY19 Expe...	-29.94	29.94
					81000 · FY19 Expe...	-66.29	66.29
					81000 · FY19 Expe...	-114.94	114.94
					81000 · FY19 Expe...	-260.10	260.10
TOTAL						-830.16	830.16
Bill Pmt -Check	112494	05/31/2019	Hydro Management		10300 · First Midw...		-415.62
Bill	7371	05/31/2019			81000 · FY19 Expe...	-415.62	415.62
TOTAL						-415.62	415.62
Bill Pmt -Check	112495	05/31/2019	Illinois Department of Innovation & Techn		10300 · First Midw...		-650.00
Bill	T1928887	05/31/2019			60400 · Internet	-650.00	650.00
TOTAL						-650.00	650.00
Bill Pmt -Check	112496	05/31/2019	Ingram Library Services		10300 · First Midw...		-65.04
Bill	62575152	05/31/2019			54100 · General	-45.90	45.90
Bill	62576876	05/31/2019			54100 · General	-19.14	19.14
TOTAL						-65.04	65.04
Bill Pmt -Check	112497	05/31/2019	Khatavkar, Gouri		10300 · First Midw...		-484.50
Bill	B051520...	05/15/2019			58510 · Literacy	-484.50	484.50
TOTAL						-484.50	484.50
Bill Pmt -Check	112498	05/31/2019	Kronos SaaShr, Inc.		10300 · First Midw...		-378.00
Bill	11449083	05/31/2019			52600 · Payroll Ser...	-378.00	378.00
TOTAL						-378.00	378.00
Bill Pmt -Check	112499	05/31/2019	Martinez, Ivette		10300 · First Midw...		-806.50
Bill	COTHS0...	05/15/2019			58510 · Literacy	-416.50	416.50
Bill	MANO05...	05/15/2019			58510 · Literacy	-390.00	390.00
TOTAL						-806.50	806.50
Bill Pmt -Check	112500	05/31/2019	MNJ Technologies Direct		10300 · First Midw...		-3,790.00
Bill	0003668...	05/31/2019			60500 · Software Li...	-3,790.00	3,790.00
TOTAL						-3,790.00	3,790.00
Bill Pmt -Check	112501	05/31/2019	Nationwide Retirement Solutions		10300 · First Midw...		-1,388.00
Bill	THRU 0...	05/31/2019			24600 · Nationwide	-1,388.00	1,388.00
TOTAL						-1,388.00	1,388.00
Bill Pmt -Check	112502	05/31/2019	New Readers Press		10300 · First Midw...		-927.67
Bill	9020438	05/31/2019			81000 · FY19 Expe...	-484.34	484.34
Bill	9020450	05/31/2019			81000 · FY19 Expe...	-443.33	443.33
TOTAL						-927.67	927.67

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Waukegan Public Library

Check Detail

May 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112503	05/31/2019	Nnambi, Hadiyah N.		10300 · First Midw...		-682.50
Bill	B051520...	05/15/2019			58510 · Literacy	-682.50	682.50
TOTAL						-682.50	682.50
Bill Pmt -Check	112504	05/31/2019	Office Plus Solutions & Supply		10300 · First Midw...		-449.31
Bill	1152447-0	05/31/2019			81000 · FY19 Expe...	-156.56	156.56
Bill	1152597-0	05/31/2019			81000 · FY19 Expe...	-119.94	119.94
Bill	1152726-1	05/31/2019			53100 · Administrati...	-83.26	83.26
Bill	1152727-0	05/31/2019			53100 · Administrati...	-40.79	40.79
Bill	1152726-0	05/31/2019			53100 · Administrati...	-48.76	48.76
TOTAL						-449.31	449.31
Bill Pmt -Check	112505	05/31/2019	OverDrive, Inc.		10300 · First Midw...		-332.86
Bill	02640C...	05/31/2019			54500 · E-Books	-49.97	49.97
Bill	02640C...	05/31/2019			54500 · E-Books	-42.98	42.98
Bill	02640D...	05/31/2019			54500 · E-Books	-26.99	26.99
Bill	02640D...	05/31/2019			81000 · FY19 Expe...	-35.98	35.98
Bill	02640C...	05/31/2019			81000 · FY19 Expe...	-35.99	35.99
Bill	02640C...	05/31/2019			81000 · FY19 Expe...	-117.96	117.96
Bill	02640D...	05/31/2019			54100 · General	-22.99	22.99
TOTAL						-332.86	332.86
Bill Pmt -Check	112506	05/31/2019	Penguin Random House LLC		10300 · First Midw...		-135.00
Bill	1088713...	05/31/2019			54100 · General	-71.25	71.25
Bill	1088756...	05/31/2019			54100 · General	-63.75	63.75
TOTAL						-135.00	135.00
Bill Pmt -Check	112507	05/31/2019	Peters, Tuwanda		10300 · First Midw...		-100.00
Bill	A051520...	05/15/2019			58510 · Literacy	-100.00	100.00
TOTAL						-100.00	100.00
Bill Pmt -Check	112508	05/31/2019	Pompilus, Edna		10300 · First Midw...		-200.00
Bill	A051520...	05/15/2019			58510 · Literacy	-200.00	200.00
TOTAL						-200.00	200.00
Bill Pmt -Check	112509	05/31/2019	Ramrod Distributors, Inc.		10300 · First Midw...		-393.24
Bill	776369	05/31/2019			53400 · Maintenanc...	-393.24	393.24
TOTAL						-393.24	393.24
Bill Pmt -Check	112510	05/31/2019	Reblin, Beth		10300 · First Midw...		-10.00
Bill	MAY19 ...	05/31/2019			51710 · Staff Recog...	-10.00	10.00
TOTAL						-10.00	10.00
Bill Pmt -Check	112511	05/31/2019	Recorded Books, LLC		10300 · First Midw...		-296.24
Bill	76226439	05/31/2019			81000 · FY19 Expe...	-296.24	296.24
TOTAL						-296.24	296.24
Bill Pmt -Check	112512	05/31/2019	Steven J. Fink & Associates, PC		10300 · First Midw...		-154.50
Bill	THRU 0...	05/31/2019			24700 · Wage Garn...	-154.50	154.50
TOTAL						-154.50	154.50

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Waukegan Public Library
Check Detail
May 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112513	05/31/2019	Delta Dental of Illinois - Vision		10300 - First Midw...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112514	05/31/2019	Waukegan Public Schools		10300 - First Midw...		-50.00
Bill	2019 Ye...	05/31/2019			54100 - General	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	112515	05/31/2019	Waukegan Safe and Lock Services, Inc.		10300 - First Midw...		-14.00
Bill	214788	05/31/2019			53400 - Maintenanc...	-14.00	14.00
TOTAL						-14.00	14.00
Bill Pmt -Check	112516	05/31/2019	Weblinx, Inc.		10300 - First Midw...		-210.00
Bill	27422	05/31/2019			60600 - Website De...	-210.00	210.00
TOTAL						-210.00	210.00
Bill Pmt -Check	112517	05/31/2019	WKGN - Water		10300 - First Midw...		-166.39
Bill	MAY19	05/15/2019			59600 - Utilities	-166.39	166.39
TOTAL						-166.39	166.39
Bill Pmt -Check	112518	05/31/2019	ALA Member Services		10300 - First Midw...		-145.00
Bill	2154553...	05/31/2019			51540 - Profession...	-145.00	145.00
TOTAL						-145.00	145.00
Bill Pmt -Check	112519	05/31/2019	Delta Dental of Illinois - Vision		10300 - First Midw...		-201.85
Bill	1245503	05/31/2019			51430 - Vision Insur...	-201.85	201.85
TOTAL						-201.85	201.85

Waukegan Public Library

Balance Sheet

As of June 30, 2019

	Jun 30, 19
ASSETS	
Current Assets	
Checking/Savings	
10000 · Total Cash	
10100 · Petty Cash	800.00
10200 · Associated Imprest	12,902.37
10300 · First Midwest City	2,007,636.35
10400 · Associated Money Market	213,270.99
10500 · First Midwest Capital Campaign	1,003.61
10600 · Associated Flex	12,658.54
10700 · MB Financial	15,202.41
10800 · First Midwest COD	1,000,000.00
Total 10000 · Total Cash	3,263,474.27
Total Checking/Savings	3,263,474.27
Other Current Assets	
13000 · Other Current Assets	
13100 · Due from Foundation Expenses	2,125.34
13200 · Due from Foundation Conts	46,000.00
13300 · Due from WPL Friends	600.00
13400 · Due from Employees Advances	-99.92
13500 · Due from Employees Personals	-21.35
13600 · Other Receivables	4,000,003.96
13700 · Prepaid Expenses	75,930.52
Total 13000 · Other Current Assets	4,124,538.55
Total Other Current Assets	4,124,538.55
Total Current Assets	7,388,012.82
Other Assets	
18600 · Other Assets	466.00
Total Other Assets	466.00
TOTAL ASSETS	7,388,478.82
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	2,797.31
Total Accounts Payable	2,797.31
Other Current Liabilities	
22000 · Other Current Liabilities	
22100 · Other Current Liabilites	-482.25
22200 · Unearned Fee Revenue	1,142.05
22300 · Deferred RET Revenue	4,000,003.96
Total 22000 · Other Current Liabilities	4,000,663.76
24000 · Payroll Liabilities	
24100 · Accrued Salaries	111,627.75
24200 · Employee IMRF	7,667.78
24300 · Employer IMRF	20,021.48
24400 · Optional Insurance	8.00
24500 · AFLAC	597.30
Total 24000 · Payroll Liabilities	139,922.31
Total Other Current Liabilities	4,140,586.07
Total Current Liabilities	4,143,383.38
Total Liabilities	4,143,383.38

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Accrual Basis

Waukegan Public Library

Balance Sheet

As of June 30, 2019

	Jun 30, 19
Equity	
30000 - Opening Balance Equity	1,807,794.28
Net Income	1,437,301.16
Total Equity	3,245,095.44
TOTAL LIABILITIES & EQUITY	7,388,478.82

Waukegan Public Library

Profit & Loss Budget vs. Actual

May through June 2019

	May - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Total Revenues				
41000 · Real Estate Tax Revenue	2,051,370.41	4,200,000.00	-2,148,629.59	48.8%
42000 · Library Revenues				
42100 · Cash short/over	-14.20			
42000 · Library Revenues - Other	8,537.74	50,000.00	-41,462.26	17.1%
Total 42000 · Library Revenues	8,523.54	50,000.00	-41,476.46	17.0%
43000 · Contributed Income				
43300 · Sponsorships	0.00	13,500.00	-13,500.00	0.0%
Total 43000 · Contributed Income	0.00	13,500.00	-13,500.00	0.0%
44000 · Grant Revenue				
44100 · Per Capita Grant	0.00	69,000.00	-69,000.00	0.0%
44200 · Literacy Grants	0.00	250,000.00	-250,000.00	0.0%
44300 · Other Grants	0.00	29,000.00	-29,000.00	0.0%
Total 44000 · Grant Revenue	0.00	348,000.00	-348,000.00	0.0%
45000 · Interest Income	2,958.09	5,000.00	-2,041.91	59.2%
46000 · Other Income	0.00	4,000.00	-4,000.00	0.0%
47000 · Recycling Income	19.44	1,000.00	-980.56	1.9%
Total 40000 · Total Revenues	2,062,871.48	4,621,500.00	-2,558,628.52	44.6%
Total Income	2,062,871.48	4,621,500.00	-2,558,628.52	44.6%
Expense				
50000 · Total Expenses				
51000 · Salary Related				
51100 · Salaries	371,515.63	2,255,000.00	-1,883,484.37	16.5%
51300 · Employment Taxes				
51310 · FICA Employer's Share	22,442.72	140,000.00	-117,557.28	16.0%
51320 · IMRF Employer's Share	39,989.39	243,000.00	-203,010.61	16.5%
51330 · Medicare Employer's Share	5,248.68	33,000.00	-27,751.32	15.9%
51340 · Unemployment Tax	0.00	10,000.00	-10,000.00	0.0%
Total 51300 · Employment Taxes	67,680.79	426,000.00	-358,319.21	15.9%
51400 · Employee Benefits				
51410 · Health Insurance	26,669.73	264,000.00	-237,330.27	10.1%
51420 · Dental Insurance	1,221.94	16,000.00	-14,778.06	7.6%
51430 · Vision Insurance	313.20	1,550.00	-1,236.80	20.2%
51440 · Life Insurance	395.14	4,000.00	-3,604.86	9.9%
51450 · Flex Benefits	-1,265.32	600.00	-1,865.32	-210.9%
Total 51400 · Employee Benefits	27,334.69	286,150.00	-258,815.31	9.6%
51500 · Training				
51510 · Professional Development	638.00	8,000.00	-7,362.00	8.0%
51520 · Conference Expenses	0.00	7,000.00	-7,000.00	0.0%
51530 · Staff Day	0.00	3,000.00	-3,000.00	0.0%
51540 · Professional Mships & Dues	3,530.00	5,000.00	-1,470.00	70.6%
Total 51500 · Training	4,168.00	23,000.00	-18,832.00	18.1%
51600 · Travel	883.90	6,000.00	-5,116.10	14.7%
51700 · Other Staff Costs				
51710 · Staff Recognition/Appreciation	212.37	1,500.00	-1,287.63	14.2%
51720 · Staff Room	13.23	1,000.00	-986.77	1.3%
51730 · Meals/Food	20.56	1,250.00	-1,229.44	1.6%
51740 · Staff Benefit Programs	0.00	250.00	-250.00	0.0%
51750 · Background Checks - Employees	105.85	300.00	-194.15	35.3%
51760 · Other	1,173.89	200.00	973.89	586.9%
Total 51700 · Other Staff Costs	1,525.90	4,500.00	-2,974.10	33.9%

Waukegan Public Library

Profit & Loss Budget vs. Actual

May through June 2019

	May - Jun 19	Budget	\$ Over Budget	% of Budget
51800 · Contracted Services	291.92	3,000.00	-2,708.08	9.7%
Total 51000 · Salary Related	473,400.83	3,003,650.00	-2,530,249.17	15.8%
52000 · Administrative Expenses				
52100 · Postage	3,000.00	6,000.00	-3,000.00	50.0%
52200 · Insurance	2,000.00	65,000.00	-63,000.00	3.1%
52300 · Board Related	0.00	1,237.50	-1,237.50	0.0%
52400 · Professional Fees - Other	0.00	100.00	-100.00	0.0%
52500 · Audit and Accounting Fees	2,000.00	12,500.00	-10,500.00	16.0%
52600 · Payroll Service	1,370.05	8,900.00	-7,529.95	15.4%
52700 · Bank and Credit Card Fees	441.64	2,500.00	-2,058.36	17.7%
52800 · Legal Fees	0.00	100.00	-100.00	0.0%
52900 · Contingency	0.00	10,000.00	-10,000.00	0.0%
Total 52000 · Administrative Expenses	8,811.69	106,337.50	-97,525.81	8.3%
53000 · Supplies				
53100 · Administrative	1,087.02	16,500.00	-15,412.98	6.6%
53200 · CM Processing Supplies	543.22	20,000.00	-19,456.78	2.7%
53300 · ELC Supplies	51.78	1,500.00	-1,448.22	3.5%
53400 · Maintenance Supplies	4,847.63	20,000.00	-15,152.37	24.2%
Total 53000 · Supplies	6,529.65	58,000.00	-51,470.35	11.3%
54000 · Library Materials				
54100 · General	14,562.35	175,000.00	-160,437.65	8.3%
54200 · E-Resources	11,731.36	85,000.00	-73,268.64	13.8%
54300 · B&T	0.00	2,750.00	-2,750.00	0.0%
54400 · Online Search/OCCLC	0.00	11,000.00	-11,000.00	0.0%
54500 · E-Books	4,978.44	29,000.00	-24,021.56	17.2%
54600 · Authority Control	300.00	7,500.00	-7,200.00	4.0%
54700 · Resource Share	0.00	3,500.00	-3,500.00	0.0%
Total 54000 · Library Materials	31,572.15	313,750.00	-282,177.85	10.1%
55000 · Building Services Contract	7,545.24	47,000.00	-39,454.76	16.1%
56000 · Programs				
56100 · Adult Programs	339.48	3,250.00	-2,910.52	10.4%
56200 · Teen Programs	136.38	1,600.00	-1,463.62	8.5%
56300 · Childrens Programs	2,042.86	7,000.00	-4,957.14	29.2%
56400 · Special Programs	28.62	8,250.00	-8,221.38	0.3%
56500 · Movie Licensing	0.00	1,750.00	-1,750.00	0.0%
56600 · Sponsored Programs				
56610 · Adult Programs	4,157.83	1,500.00	2,657.83	277.2%
56620 · Special Programs	317.04	12,000.00	-11,682.96	2.6%
Total 56600 · Sponsored Programs	4,474.87	13,500.00	-9,025.13	33.1%
Total 56000 · Programs	7,022.21	35,350.00	-28,327.79	19.9%
56700 · Testing	0.00	2,000.00	-2,000.00	0.0%
57000 · Marketing				
57100 · Translations	80.00	2,500.00	-2,420.00	3.2%
57200 · Software	7.48	1,500.00	-1,492.52	0.5%
57300 · Printing	0.00	30,000.00	-30,000.00	0.0%
57400 · Signs	0.00	4,000.00	-4,000.00	0.0%
57500 · Advertising	268.40	6,000.00	-5,731.60	4.5%
57600 · Engagement and Outreach	271.92	3,000.00	-2,728.08	9.1%
57700 · Other	20.00	4,500.00	-4,480.00	0.4%
Total 57000 · Marketing	647.80	51,500.00	-50,852.20	1.3%
58000 · Foundation Related				
58100 · Volunteer Engagement	458.26	1,000.00	-541.74	45.8%
58200 · Background Checks - Volunteers	0.00	750.00	-750.00	0.0%
58300 · Donor Recog/ Appreciation	10.00	2,200.00	-2,190.00	0.5%
Total 58000 · Foundation Related	468.26	3,950.00	-3,481.74	11.9%

Waukegan Public Library

Profit & Loss Budget vs. Actual

May through June 2019

	May - Jun 19	Budget	\$ Over Budget	% of Budget
58500 · Grants				
58510 · Literacy	9,394.86	250,000.00	-240,605.14	3.8%
58520 · Other	165.45	29,000.00	-28,834.55	0.6%
Total 58500 · Grants	9,560.31	279,000.00	-269,439.69	3.4%
59000 · Repairs and Maintenance				
59100 · Building Repairs	0.00	5,000.00	-5,000.00	0.0%
59200 · Equipment Repairs	52.15	3,500.00	-3,447.85	1.5%
59300 · Vehicle Repairs, Gas & Upkeep	40.71	2,000.00	-1,959.29	2.0%
59400 · Cleaning Service	0.00	2,000.00	-2,000.00	0.0%
59500 · Equipment Rental	0.00	200.00	-200.00	0.0%
59600 · Utilities	166.39	4,000.00	-3,833.61	4.2%
59700 · Security	0.00	500.00	-500.00	0.0%
59800 · Green Initiatives	0.00	1,500.00	-1,500.00	0.0%
Total 59000 · Repairs and Maintenance	259.25	18,700.00	-18,440.75	1.4%
60000 · Tech Services				
60100 · Tech Equipment	1,568.99	11,000.00	-9,431.01	14.3%
60200 · Computer Maintenance	0.00	95,000.00	-95,000.00	0.0%
60300 · Telephones				
60310 · Local and Long Distance Service	1,748.15	10,000.00	-8,251.85	17.5%
60320 · Telephone Repairs	0.00	300.00	-300.00	0.0%
60330 · Wireless Service	355.90	5,500.00	-5,144.10	6.5%
60340 · Equipment	0.00	1,000.00	-1,000.00	0.0%
Total 60300 · Telephones	2,104.05	16,800.00	-14,695.95	12.5%
60400 · Internet	3,777.47	24,000.00	-20,222.53	15.7%
60500 · Software Licenses	7,290.00	65,000.00	-57,710.00	11.2%
60600 · Website Development	410.00	1,000.00	-590.00	41.0%
Total 60000 · Tech Services	15,150.51	212,800.00	-197,649.49	7.1%
60800 · Capital Expenses				
60810 · Furniture & Fixtures	7,048.53	5,000.00	2,048.53	141.0%
60820 · Equipment Leases	5,375.61	40,000.00	-34,624.39	13.4%
60830 · Capital Expenditures - Other	0.00	150,000.00	-150,000.00	0.0%
Total 60800 · Capital Expenses	12,424.14	195,000.00	-182,575.86	6.4%
60900 · Debt Service				
60910 · Principal Payments	0.00	190,000.00	-190,000.00	0.0%
60920 · Interest Expense	52,231.25	104,462.50	-52,231.25	50.0%
Total 60900 · Debt Service	52,231.25	294,462.50	-242,231.25	17.7%
Total 50000 · Total Expenses	625,623.29	4,621,500.00	-3,995,876.71	13.5%
81000 · FY19 Expenses	0.00			
Total Expense	625,623.29	4,621,500.00	-3,995,876.71	13.5%
Net Ordinary Income	1,437,248.19	0.00	1,437,248.19	100.0%
Other Income/Expense				
Other Expense				
80000 · Ask My Accountant	-52.97			
Total Other Expense	-52.97			
Net Other Income	52.97	0.00	52.97	100.0%
Net Income	1,437,301.16	0.00	1,437,301.16	100.0%

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Check Detail

June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		06/30/2019			10600 · Associated Flex		-3.00
					52700 · Bank and Credit Card Fees	-3.00	3.00
TOTAL						-3.00	3.00
Check		06/30/2019			10400 · Associated Money Market		-215.98
					52700 · Bank and Credit Card Fees	-215.98	215.98
TOTAL						-215.98	215.98
Bill Pmt -Check	112520	06/05/2019	New York Life Insurance Company		10300 · First Midwest City		-221.06
Bill	THRU 05/31/19	06/05/2019			24400 · Optional Insurance	-221.06	221.06
TOTAL						-221.06	221.06
Bill Pmt -Check	112521	06/05/2019	Tan, James P.		10300 · First Midwest City		-900.00
Bill	06/07/19 CON...	06/05/2019			56610 · Adult Programs	-900.00	900.00
TOTAL						-900.00	900.00
Bill Pmt -Check	112522	06/14/2019	4Imprint, Inc.		10300 · First Midwest City		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112523	06/14/2019	ALA Library		10300 · First Midwest City		-1,650.00
Bill	193829	06/14/2019			51540 · Professional Mships & Dues	-1,650.00	1,650.00
TOTAL						-1,650.00	1,650.00
Bill Pmt -Check	112524	06/14/2019	Amalgamated Bank of Chicago		10300 · First Midwest City		-52,231.25
Bill	4308 06/30/19	06/14/2019			60920 · Interest Expense	-52,231.25	52,231.25
TOTAL						-52,231.25	52,231.25
Bill Pmt -Check	112525	06/14/2019	American Outfitters Ltd		10300 · First Midwest City		-337.45
Bill	280404	06/14/2019			81000 · FY19 Expenses	-337.45	337.45
TOTAL						-337.45	337.45
Bill Pmt -Check	112526	06/14/2019	AT&T CABS Department		10300 · First Midwest City		-522.67
Bill	S669241241-1...	06/14/2019			60400 · Internet	-522.67	522.67
TOTAL						-522.67	522.67
Bill Pmt -Check	112527	06/14/2019	Atomatic Mechanical		10300 · First Midwest City		-4,336.00
Bill	MA43746	06/14/2019			55000 · Building Services Contract	-4,336.00	4,336.00
TOTAL						-4,336.00	4,336.00
Bill Pmt -Check	112528	06/14/2019	Baker & Taylor 10		10300 · First Midwest City		-692.09
Bill	2034579301	06/14/2019			54100 · General	-271.35	271.35
Bill	2034570551	06/14/2019			13500 · Due from Employees Person...	-35.82	35.82
					54100 · General	-384.92	384.92
TOTAL						-692.09	692.09
Bill Pmt -Check	112529	06/14/2019	Baker & Taylor 30		10300 · First Midwest City		-1,262.23
Bill	H35529750	06/14/2019			54100 · General	-95.41	95.41
Bill	H35729720	06/14/2019			54100 · General	-67.56	67.56
Bill	H35729721	06/14/2019			54100 · General	-16.89	16.89
Bill	H35799010	06/14/2019			54100 · General	-169.58	169.58
Bill	2034586201	06/14/2019			54100 · General	-282.62	282.62
Bill	H35956330	06/14/2019			54100 · General	-254.87	254.87
Bill	H35956331	06/14/2019			54100 · General	-66.03	66.03
Bill	H36013521	06/14/2019			54100 · General	-226.26	226.26
Bill	H36013520	06/14/2019			54100 · General	-60.97	60.97
Bill	H36013522	06/14/2019			54100 · General	-22.04	22.04
TOTAL						-1,262.23	1,262.23

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Waukegan Public Library
Check Detail
June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112530	06/14/2019	Baker & Taylor 60		10300 · First Midwest City		-174.32
Bill	5015537324	06/14/2019			54100 · General	-174.32	174.32
TOTAL						-174.32	174.32
Bill Pmt -Check	112531	06/14/2019	Call One		10300 · First Midwest City		-869.89
Bill	JUN19	06/14/2019			60310 · Local and Long Distance Ser...	-869.89	869.89
TOTAL						-869.89	869.89
Bill Pmt -Check	112532	06/14/2019	Center Point Large Print		10300 · First Midwest City		-140.22
Bill	1694009	06/14/2019			54100 · General	-140.22	140.22
TOTAL						-140.22	140.22
Bill Pmt -Check	112533	06/14/2019	Clavijo, Pedro		10300 · First Midwest City		-400.00
Bill	A05312019	05/31/2019			58510 · Literacy	-400.00	400.00
TOTAL						-400.00	400.00
Bill Pmt -Check	112534	06/14/2019	Comcast #2		10300 · First Midwest City		-141.85
Bill	MAY19	06/14/2019			60400 · Internet	-141.85	141.85
TOTAL						-141.85	141.85
Bill Pmt -Check	112535	06/14/2019	De Lage Landen Public Finance		10300 · First Midwest City		-2,495.23
Bill	63611584	06/14/2019			60820 · Equipment Leases	-2,495.23	2,495.23
TOTAL						-2,495.23	2,495.23
Bill Pmt -Check	112536	06/14/2019	DEMCO		10300 · First Midwest City		-40.83
Bill	6624943	06/14/2019			53100 · Administrative	-40.83	40.83
TOTAL						-40.83	40.83
Bill Pmt -Check	112537	06/14/2019	Discount School Supply		10300 · First Midwest City		-237.74
Bill	P38352610101	06/14/2019			56620 · Special Programs	-237.74	237.74
TOTAL						-237.74	237.74
Bill Pmt -Check	112538	06/14/2019	Fastsigns Gurnee		10300 · First Midwest City		-137.00
Bill	349-32979	06/14/2019			81000 · FY19 Expenses	-137.00	137.00
TOTAL						-137.00	137.00
Bill Pmt -Check	112539	06/14/2019	Gardens Landscaping		10300 · First Midwest City		-580.00
Bill	001	06/14/2019			55000 · Building Services Contract	-300.00	300.00
Bill	001-1	06/14/2019			55000 · Building Services Contract	-280.00	280.00
TOTAL						-580.00	580.00
Bill Pmt -Check	112540	06/14/2019	Gaskill, Jonathan		10300 · First Midwest City		-40.60
Bill	MAY19 REIMB	06/14/2019			51600 · Travel	-40.60	40.60
TOTAL						-40.60	40.60
Bill Pmt -Check	112541	06/14/2019	GCG Financial, Inc-Dental		10300 · First Midwest City		-2,212.00
Bill	1245865	06/14/2019			51420 · Dental Insurance	-2,212.00	2,212.00
TOTAL						-2,212.00	2,212.00
Bill Pmt -Check	112542	06/14/2019	GCG Financial, Inc-Medical		10300 · First Midwest City		-24,841.00
Bill	MAY19	06/14/2019			51410 · Health Insurance	-24,841.00	24,841.00
TOTAL						-24,841.00	24,841.00

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Check Detail

June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112543	06/14/2019	Illinois Central School Bus		10300 · First Midwest City		-506.48
Bill	140-05433	06/14/2019			81000 · FY19 Expenses	-126.62	126.62
Bill	140-05562	06/14/2019			81000 · FY19 Expenses	-126.62	126.62
Bill	140-05570	06/14/2019			81000 · FY19 Expenses	-126.62	126.62
Bill	140-05587	06/14/2019			81000 · FY19 Expenses	-126.62	126.62
TOTAL						-506.48	506.48
Bill Pmt -Check	112544	06/14/2019	Illinois Library Association		10300 · First Midwest City		-42.00
Bill	164357	06/14/2019			81000 · FY19 Expenses	-42.00	42.00
TOTAL						-42.00	42.00
Bill Pmt -Check	112545	06/14/2019	Impact Networking, LLC		10300 · First Midwest City		-760.00
Bill	IN183904	06/14/2019			60100 · Tech Equipment	-760.00	760.00
TOTAL						-760.00	760.00
Bill Pmt -Check	112546	06/14/2019	Ingram Library Services		10300 · First Midwest City		-42.82
Bill	62578336	06/14/2019			54100 · General	-42.82	42.82
TOTAL						-42.82	42.82
Bill Pmt -Check	112547	06/14/2019	Khatavkar, Gouri		10300 · First Midwest City		-192.61
Bill	B05312019	05/31/2019			58510 · Literacy	-192.61	192.61
TOTAL						-192.61	192.61
Bill Pmt -Check	112548	06/14/2019	Kully Supply		10300 · First Midwest City		-370.70
Bill	488640	06/14/2019			53400 · Maintenance Supplies	-370.70	370.70
TOTAL						-370.70	370.70
Bill Pmt -Check	112549	06/14/2019	Lakeshore		10300 · First Midwest City		-36.98
Bill	3243520519	06/14/2019			56300 · Childrens Programs	-36.98	36.98
TOTAL						-36.98	36.98
Bill Pmt -Check	112550	06/14/2019	Laminator.com		10300 · First Midwest City		-436.20
Bill	207101	06/14/2019			53200 · CM Processing Supplies	-436.20	436.20
TOTAL						-436.20	436.20
Bill Pmt -Check	112551	06/14/2019	Larsen Greenhouse Florist		10300 · First Midwest City		-79.90
Bill	MAY STMT	06/14/2019			51710 · Staff Recognition/Appreciation	-79.90	79.90
TOTAL						-79.90	79.90
Bill Pmt -Check	112552	06/14/2019	Liturgical Publications, Inc.		10300 · First Midwest City		-541.00
Bill	209490	06/14/2019			57500 · Advertising	-541.00	541.00
TOTAL						-541.00	541.00
Bill Pmt -Check	112553	06/14/2019	Madison National Life		10300 · First Midwest City		-220.80
Bill	1348292	06/14/2019			51440 · Life Insurance	-220.80	220.80
TOTAL						-220.80	220.80
Bill Pmt -Check	112554	06/14/2019	Marcive Inc.		10300 · First Midwest City		-300.00
Bill	386659	06/14/2019			54600 · Authority Control	-300.00	300.00
TOTAL						-300.00	300.00

Waukegan Public Library
Check Detail
 June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112555	06/14/2019	Martinez, Ivette		10300 · First Midwest City		-818.50
Bill	COTHS053120...	05/31/2019			58510 · Literacy	-391.00	391.00
Bill	HFNLC05312019	05/31/2019			58510 · Literacy	-427.50	427.50
TOTAL						-818.50	818.50
Bill Pmt -Check	112556	06/14/2019	Martinez, Karina		10300 · First Midwest City		-11.92
Bill	MAY19 REIMB	06/14/2019			57600 · Engagement and Outreach	-11.92	11.92
TOTAL						-11.92	11.92
Bill Pmt -Check	112557	06/14/2019	MNJ Technologies Direct		10300 · First Midwest City		-753.00
Bill	0003670315	06/14/2019			60100 · Tech Equipment	-753.00	753.00
TOTAL						-753.00	753.00
Bill Pmt -Check	112558	06/14/2019	New Readers Press		10300 · First Midwest City		-954.01
Bill	9020483	06/14/2019			81000 · FY19 Expenses	-954.01	954.01
TOTAL						-954.01	954.01
Bill Pmt -Check	112559	06/14/2019	Nnamdi, Hadiyah N.		10300 · First Midwest City		-560.00
Bill	B05312019	05/31/2019			58510 · Literacy	-560.00	560.00
TOTAL						-560.00	560.00
Bill Pmt -Check	112560	06/14/2019	Olson's Ace Hardware		10300 · First Midwest City		-136.79
Bill	MAY STMT	06/14/2019			59200 · Equipment Repairs	-52.15	52.15
					53400 · Maintenance Supplies	-14.09	14.09
					53400 · Maintenance Supplies	-9.49	9.49
					53400 · Maintenance Supplies	-25.17	25.17
					53400 · Maintenance Supplies	-15.98	15.98
					53400 · Maintenance Supplies	-7.99	7.99
					53400 · Maintenance Supplies	-11.92	11.92
TOTAL						-136.79	136.79
Bill Pmt -Check	112561	06/14/2019	OverDrive, Inc.		10300 · First Midwest City		-4,750.00
Bill	H-0058096	06/14/2019			54500 · E-Books	-4,750.00	4,750.00
TOTAL						-4,750.00	4,750.00
Bill Pmt -Check	112562	06/14/2019	Overhead Door Company		10300 · First Midwest City		-143.39
Bill	352770	06/14/2019			55000 · Building Services Contract	-143.39	143.39
TOTAL						-143.39	143.39
Bill Pmt -Check	112563	06/14/2019	Penguin Random House LLC		10300 · First Midwest City		-105.00
Bill	1088825749	06/14/2019			54100 · General	-37.50	37.50
Bill	1088794626	06/14/2019			54100 · General	-67.50	67.50
TOTAL						-105.00	105.00
Bill Pmt -Check	112564	06/14/2019	Peters, Tuwanda		10300 · First Midwest City		-100.00
Bill	A05312019	05/31/2019			58510 · Literacy	-100.00	100.00
TOTAL						-100.00	100.00
Bill Pmt -Check	112565	06/14/2019	Pitney Bowes (Reserve A/C)		10300 · First Midwest City		-3,000.00
Bill	30521353 JUN19	06/14/2019			52100 · Postage	-3,000.00	3,000.00
TOTAL						-3,000.00	3,000.00
Bill Pmt -Check	112566	06/14/2019	Pompilus, Edna		10300 · First Midwest City		-150.00
Bill	A05312019	05/31/2019			58510 · Literacy	-150.00	150.00
TOTAL						-150.00	150.00

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Check Detail

June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112567	06/14/2019	Reblin, Beth		10300 · First Midwest City		-74.42
Bill	JUN19 REIMB	06/14/2019			56300 · Childrens Programs	-12.54	12.54
Bill	MAY19 REIMB	06/14/2019			56300 · Childrens Programs	-61.88	61.88
TOTAL						-74.42	74.42
Bill Pmt -Check	112568	06/14/2019	Sonitrol Great Lakes - Illinois		10300 · First Midwest City		-707.85
Bill	437633	06/14/2019			55000 · Building Services Contract	-707.85	707.85
TOTAL						-707.85	707.85
Bill Pmt -Check	112569	06/14/2019	Steven J. Fink & Associates, PC		10300 · First Midwest City		-154.50
Bill	THRU 06/15/19	06/14/2019			24700 · Wage Garnishment	-154.50	154.50
TOTAL						-154.50	154.50
Bill Pmt -Check	112570	06/14/2019	The Howard E Nyhart Co Inc		10300 · First Midwest City		-2,000.00
Bill	0150335	06/14/2019			81000 · FY19 Expenses	-2,000.00	2,000.00
TOTAL						-2,000.00	2,000.00
Bill Pmt -Check	112571	06/14/2019	Today's Business Solutions, Inc		10300 · First Midwest City		-216.32
Bill	041519-43	06/14/2019			81000 · FY19 Expenses	-216.32	216.32
TOTAL						-216.32	216.32
Bill Pmt -Check	112572	06/14/2019	Toto, Patrick		10300 · First Midwest City		-69.32
Bill	JUN19 REIMB	06/14/2019			56300 · Childrens Programs	-33.32	33.32
					51600 · Travel	-36.00	36.00
TOTAL						-69.32	69.32
Bill Pmt -Check	112573	06/14/2019	Verizon		10300 · First Midwest City		-355.90
Bill	MAY19	06/14/2019			60330 · Wireless Service	-355.90	355.90
TOTAL						-355.90	355.90
Bill Pmt -Check	112574	06/14/2019	Weblinx, Inc.		10300 · First Midwest City		-200.00
Bill	27458	06/14/2019			60600 · Website Development	-200.00	200.00
TOTAL						-200.00	200.00
Bill Pmt -Check	112575	06/14/2019	4Imprint, Inc.		10300 · First Midwest City		-812.73
Bill	7337813	06/14/2019			81000 · FY19 Expenses	-518.88	548.88
Bill	7390827	06/14/2019			81000 · FY19 Expenses	-293.85	293.85
TOTAL						-812.73	842.73
Bill Pmt -Check	112576	06/14/2019	Artgrafix/Stover Grafix		10300 · First Midwest City		-455.38
Bill	131499	06/14/2019			53100 · Administrative	-455.38	455.38
TOTAL						-455.38	455.38
Bill Pmt -Check	112577	06/14/2019	Barco Products		10300 · First Midwest City		-641.99
Bill	SORCO10515	06/14/2019			60810 · Furniture & Fixtures	-641.99	641.99
TOTAL						-641.99	641.99
Bill Pmt -Check	112578	06/14/2019	Bayscan Technologies		10300 · First Midwest City		-150.00
Bill	60848	06/14/2019			53100 · Administrative	-150.00	150.00
TOTAL						-150.00	150.00
Bill Pmt -Check	112579	06/14/2019	Knauf, Michael J.		10300 · First Midwest City		-600.00
Bill	06/14/19 CON...	06/14/2019			56610 · Adult Programs	-600.00	600.00
TOTAL						-600.00	600.00

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Waukegan Public Library
Check Detail
June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112580	06/14/2019	Primer, Alfonso		10300 · First Midwest City		-800.00
Bill	06/21/19 CON...	06/14/2019			56610 · Adult Programs	-800.00	800.00
TOTAL						-800.00	800.00
Bill Pmt -Check	112581	06/18/2019	Nationwide Retirement Solutions		10300 · First Midwest City		-1,388.00
Bill	THR 06/15/19	06/18/2019			24600 · Nationwide	-1,388.00	1,388.00
TOTAL						-1,388.00	1,388.00
Bill Pmt -Check	112582	06/18/2019	Gomez-Beloz, Selina		10300 · First Midwest City		-310.50
Bill	PER DIEM ALA	06/18/2019			51600 · Travel	-310.50	310.50
TOTAL						-310.50	310.50
Bill Pmt -Check	112583	06/25/2019	Green, Scott		10300 · First Midwest City		-495.00
Bill	Magician	06/19/2019			56300 · Childrens Programs	-495.00	495.00
TOTAL						-495.00	495.00
Bill Pmt -Check	112584	06/28/2019	Amazon.com		10300 · First Midwest City		-512.80
Bill	JUN18	06/28/2019			54100 · General	-512.80	512.80
TOTAL						-512.80	512.80
Bill Pmt -Check	112585	06/28/2019	American Backflow Prevention		10300 · First Midwest City		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112586	06/28/2019	Arthur J. Gallagher Risk Mgmt Services		10300 · First Midwest City		-2,000.00
Bill	3039017	06/28/2019			52200 · Insurance	-2,000.00	2,000.00
TOTAL						-2,000.00	2,000.00
Bill Pmt -Check	112587	06/28/2019	AT&T Other		10300 · First Midwest City		-612.20
Bill	708Z83009506	06/25/2019			60400 · Internet	-612.20	612.20
TOTAL						-612.20	612.20
Bill Pmt -Check	112588	06/28/2019	Baker & Taylor 10		10300 · First Midwest City		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	112589	06/28/2019	Baker & Taylor 30		10300 · First Midwest City		-1,374.06
Bill	H36034374	06/28/2019			54100 · General	-44.08	44.08
Bill	H36034372	06/28/2019			54100 · General	-91.89	91.89
Bill	H36034373	06/28/2019			54100 · General	-29.38	29.38
Bill	H36034371	06/28/2019			54100 · General	-49.32	49.32
Bill	H36034370	06/28/2019			54100 · General	-21.29	21.29
Bill	H36132781	06/28/2019			54100 · General	-24.97	24.97
Bill	H36132780	06/28/2019			54100 · General	-57.28	57.28
Bill	H36320432	06/28/2019			54100 · General	-8.08	8.08
Bill	H36320430	06/28/2019			54100 · General	-54.09	54.09
Bill	T04662850	06/28/2019			54100 · General	-44.81	44.81
Bill	T04662852	06/28/2019			54100 · General	-40.28	40.28
Bill	T04662851	06/28/2019			54100 · General	-26.22	26.22
Bill	H36275601	06/28/2019			54100 · General	-15.42	15.42
Bill	H36216922	06/28/2019			54100 · General	-7.34	7.34
Bill	H36275600	06/28/2019			54100 · General	-36.73	36.73
Bill	H36216920	06/28/2019			54100 · General	-96.82	96.82
Bill	H36422001	06/28/2019			54100 · General	-33.78	33.78
Bill	H36422000	06/28/2019			54100 · General	-11.89	11.89
Bill	H36350240	06/28/2019			54100 · General	-362.84	362.84
Bill	H36350241	06/28/2019			54100 · General	-106.53	106.53
Bill	H36350242	06/28/2019			54100 · General	-11.00	11.00
Bill	H36489980	06/28/2019			54100 · General	-47.98	47.98
Bill	H36489981	06/28/2019			54100 · General	-14.69	14.69
Bill	H36489982	06/28/2019			54100 · General	-16.89	16.89
Bill	H36489983	06/28/2019			54100 · General	-16.89	16.89
Bill	H36559371	06/28/2019			54100 · General	-44.08	44.08
Bill	H36559370	06/28/2019			54100 · General	-59.49	59.49
TOTAL						-1,374.06	1,374.06

Waukegan Public Library

Check Detail

June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112590	06/28/2019	Baker & Taylor 70		10300 - First Midwest City		-71.75
Bill	H36529670	06/28/2019			54100 - General	-14.35	14.35
Bill	H36015250	06/28/2019			54100 - General	-14.35	14.35
Bill	H36223550	06/28/2019			54100 - General	-28.70	28.70
Bill	H36560380	06/28/2019			54100 - General	-14.35	14.35
TOTAL						-71.75	71.75
Bill Pmt -Check	112591	06/28/2019	Blick Art Materials		10300 - First Midwest City		-40.70
Bill	1676605	06/25/2019			56300 - Childrens Programs	-40.70	40.70
TOTAL						-40.70	40.70
Bill Pmt -Check	112592	06/28/2019	Cardmember Service		10300 - First Midwest City		-6,641.47
Bill	RIZZIO JUN19 ...	06/28/2019			53400 - Maintenance Supplies	-16.27	16.37
					59300 - Vehicle Repairs, Gas & Upk...	-40.45	40.71
					60810 - Furniture & Fixtures	-1,026.07	1,032.54
					53400 - Maintenance Supplies	-32.29	32.49
					53400 - Maintenance Supplies	-289.44	291.27
					53400 - Maintenance Supplies	-23.34	23.49
					52700 - Bank and Credit Card Fees	-0.32	0.32
Bill	BELOZ JUN19 ...	06/28/2019			58520 - Other	-40.45	40.45
					51510 - Professional Development	-49.00	49.00
					51760 - Other	-506.48	506.48
					51760 - Other	-503.56	503.56
					57200 - Software	-7.48	7.48
					51510 - Professional Development	-49.00	49.00
					51760 - Other	-63.85	63.85
					51510 - Professional Development	-250.00	250.00
					51760 - Other	-100.00	100.00
					51750 - Background Checks - Emplo...	-105.85	105.85
Bill	GASKILL JUN1...	06/28/2019			51600 - Travel	-228.75	228.75
					56300 - Childrens Programs	-107.48	109.02
					81000 - FY19 Expenses	-62.45	63.34
					56300 - Childrens Programs	-17.64	17.90
					81000 - FY19 Expenses	-354.03	359.14
					81000 - FY19 Expenses	-13.36	13.55
					56300 - Childrens Programs	-25.61	25.98
					56300 - Childrens Programs	-78.46	79.60
					56300 - Childrens Programs	-130.31	132.20
					81000 - FY19 Expenses	-256.65	260.36
					56300 - Childrens Programs	-23.50	23.83
					56300 - Childrens Programs	-58.73	59.58
					56610 - Adult Programs	-39.43	40.00
					56610 - Adult Programs	-39.43	40.00
					56100 - Adult Programs	-14.78	14.99
					56100 - Adult Programs	-7.84	7.95
					53100 - Administrative	-12.32	12.50
					56610 - Adult Programs	-69.03	70.03
					56200 - Teen Programs	-15.96	16.19
					56610 - Adult Programs	-58.75	59.60
					51720 - Staff Room	-9.85	9.99
					60100 - Tech Equipment	-55.19	55.99
					56610 - Adult Programs	-675.54	685.30
					53200 - CM Processing Supplies	-105.49	107.02
					56100 - Adult Programs	-70.78	71.81
					56100 - Adult Programs	-81.34	82.51
					56620 - Special Programs	-5.22	5.30
					56620 - Special Programs	-5.22	5.30
					56620 - Special Programs	-3.14	3.18
					56620 - Special Programs	-3.14	3.18
					53100 - Administrative	-113.15	114.79
					56300 - Childrens Programs	-57.64	58.48
					51730 - Meals/Food	-8.44	8.56
					56300 - Childrens Programs	-23.13	23.46
					56300 - Childrens Programs	-13.60	13.79
					56300 - Childrens Programs	-8.36	8.48
					56300 - Childrens Programs	-70.19	71.21
					56300 - Childrens Programs	-22.35	22.67
					56300 - Childrens Programs	-39.22	39.78
					56300 - Childrens Programs	-66.96	67.92
					60400 - Internet	-6.90	7.00
					53300 - ELC Supplies	-51.04	51.78
					56620 - Special Programs	-64.59	65.52
					53100 - Administrative	-39.39	39.96
					53100 - Administrative	-6.82	6.92
					56100 - Adult Programs	-2.94	2.98
					56100 - Adult Programs	-12.00	12.18
					56300 - Childrens Programs	-23.66	24.00
					56100 - Adult Programs	-42.89	43.51
					56300 - Childrens Programs	-62.52	63.43
					56300 - Childrens Programs	-86.79	88.04
					53100 - Administrative	-24.65	25.00

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Check Detail
June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					56610 · Adult Programs	-7.39	7.50
					53100 · Administrative	-53.58	54.35
TOTAL						-6,641.47	6,698.26
Bill Pmt -Check	112593	06/28/2019	Chicago Tribune		10300 · First Midwest City		-676.00
Bill	JUN19	06/28/2019			54100 · General	-325.00	325.00
Bill	JUN19	06/28/2019			54100 · General	-351.00	351.00
TOTAL						-676.00	676.00
Bill Pmt -Check	112594	06/28/2019	Cintas Corporation		10300 · First Midwest City		-291.92
Bill	MAY19 STMT	06/28/2019			51800 · Contracted Services	-291.92	291.92
TOTAL						-291.92	291.92
Bill Pmt -Check	112595	06/28/2019	Comcast #2		10300 · First Midwest City		-219.85
Bill	JUN19	06/28/2019			60400 · Internet	-219.85	219.85
TOTAL						-219.85	219.85
Bill Pmt -Check	112596	06/28/2019	Delta Dental of Illinois - Vision		10300 · First Midwest City		-216.91
Bill	1254292	06/28/2019			51430 · Vision Insurance	-216.91	216.91
TOTAL						-216.91	216.91
Bill Pmt -Check	112597	06/28/2019	EBSCO		10300 · First Midwest City		-111.80
Bill	1577205	06/28/2019			54100 · General	-111.80	111.80
TOTAL						-111.80	111.80
Bill Pmt -Check	112598	06/28/2019	Encyclopaedia Britannica Inc.		10300 · First Midwest City		-5,298.90
Bill	39106	06/28/2019			54200 · E-Resources	-5,298.90	5,298.90
TOTAL						-5,298.90	5,298.90
Bill Pmt -Check	112599	06/28/2019	Grainger		10300 · First Midwest City		-43.92
Bill	9192677764	06/25/2019			53400 · Maintenance Supplies	-43.92	43.92
TOTAL						-43.92	43.92
Bill Pmt -Check	112600	06/28/2019	Hecksel, Julie R.		10300 · First Midwest City		-350.00
Bill	JUNE28TH CO...	06/25/2019			56610 · Adult Programs	-350.00	350.00
TOTAL						-350.00	350.00
Bill Pmt -Check	112601	06/28/2019	HMO Illinois - BlueCross BlueShield		10300 · First Midwest City		-7,633.60
Bill	JUL19	06/28/2019			51410 · Health Insurance	-7,633.60	7,633.60
TOTAL						-7,633.60	7,633.60
Bill Pmt -Check	112602	06/28/2019	Home Depot Credit Services		10300 · First Midwest City		-6,041.99
Bill	JUN19 STMT	06/28/2019			53400 · Maintenance Supplies	-9.99	10.00
					60810 · Furniture & Fixtures	-5,363.40	5,374.00
					53400 · Maintenance Supplies	-8.20	8.22
					53400 · Maintenance Supplies	-25.94	25.99
					53400 · Maintenance Supplies	-13.23	13.26
					53400 · Maintenance Supplies	-22.81	22.86
					53400 · Maintenance Supplies	-105.89	106.10
					53400 · Maintenance Supplies	-13.37	13.40
					53400 · Maintenance Supplies	-101.47	101.67
					53400 · Maintenance Supplies	-35.72	35.79
					53400 · Maintenance Supplies	-197.69	198.08
					53400 · Maintenance Supplies	-144.28	144.57
TOTAL						-6,041.99	6,053.94
Bill Pmt -Check	112603	06/28/2019	Illinois Department of Innovation & Techn		10300 · First Midwest City		-650.00
Bill	T1931964	06/28/2019			60400 · Internet	-650.00	650.00
TOTAL						-650.00	650.00

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Waukegan Public Library

Check Detail

June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112604	06/28/2019	Impact Networking, LLC		10300 · First Midwest City		-385.15
Bill	1467201	06/28/2019			60820 · Equipment Leases	-385.15	385.15
TOTAL						-385.15	385.15
Bill Pmt -Check	112605	06/28/2019	Ingram Library Services		10300 · First Midwest City		-60.26
Bill	62581146	06/28/2019			54100 · General	-45.90	45.90
Bill	62582539	06/28/2019			54100 · General	-14.36	14.36
TOTAL						-60.26	60.26
Bill Pmt -Check	112606	06/28/2019	Kaplan, Claudia Russell		10300 · First Midwest City		-400.00
Bill	JULY 12TH CO...	06/25/2019			56610 · Adult Programs	-400.00	400.00
TOTAL						-400.00	400.00
Bill Pmt -Check	112607	06/28/2019	Kennedy's Creative Awards		10300 · First Midwest City		-10.00
Bill	45576	06/25/2019			58300 · Donor Recog/ Appreciation	-10.00	10.00
TOTAL						-10.00	10.00
Bill Pmt -Check	112608	06/28/2019	Khatavkar, Gouri		10300 · First Midwest City		-501.50
Bill	B06152019	06/15/2019			58510 · Literacy	-501.50	501.50
TOTAL						-501.50	501.50
Bill Pmt -Check	112609	06/28/2019	Kronos SaaShr, Inc.		10300 · First Midwest City		-378.00
Bill	11463015	06/25/2019			52600 · Payroll Service	-378.00	378.00
TOTAL						-378.00	378.00
Bill Pmt -Check	112610	06/28/2019	Lakeland/Larsen Elevator Corporation		10300 · First Midwest City		-1,380.00
Bill	77732	06/25/2019			55000 · Building Services Contract	-1,380.00	1,380.00
TOTAL						-1,380.00	1,380.00
Bill Pmt -Check	112611	06/28/2019	Library Ideas LLC		10300 · First Midwest City		-108.50
Bill	69728	06/28/2019			54500 · E-Books	-108.50	108.50
TOTAL						-108.50	108.50
Bill Pmt -Check	112612	06/28/2019	Mango Languages		10300 · First Midwest City		-6,432.46
Bill	INV005086	06/28/2019			54200 · E-Resources	-6,432.46	6,432.46
TOTAL						-6,432.46	6,432.46
Bill Pmt -Check	112613	06/28/2019	Martinez, Ivette		10300 · First Midwest City		-465.00
Bill	MANO6152019	06/15/2019			58510 · Literacy	-465.00	465.00
TOTAL						-465.00	465.00
Bill Pmt -Check	112614	06/28/2019	Martinez, Karina		10300 · First Midwest City		-28.62
Bill	JUN19 REIMB	06/25/2019			56400 · Special Programs	-28.62	28.62
TOTAL						-28.62	28.62
Bill Pmt -Check	112615	06/28/2019	Midwest Tape		10300 · First Midwest City		-247.39
Bill	97504244	06/28/2019			54100 · General	-29.99	29.99
Bill	97504243	06/28/2019			54100 · General	-97.45	97.45
Bill	97522102	06/28/2019			54100 · General	-89.96	89.96
Bill	97522103	06/28/2019			54100 · General	-29.99	29.99
TOTAL						-247.39	247.39

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Check Detail
June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112616	06/28/2019	MNJ Technologies Direct		10300 · First Midwest City		-3,500.00
Bill	0003673471	06/25/2019			60500 · Software Licenses	-3,500.00	3,500.00
TOTAL						-3,500.00	3,500.00
Bill Pmt -Check	112617	06/28/2019	Nationwide Retirement Solutions		10300 · First Midwest City		-1,388.00
Bill	THRU 06/30/18	06/28/2019			24600 · Nationwide	-1,388.00	1,388.00
TOTAL						-1,388.00	1,388.00
Bill Pmt -Check	112618	06/28/2019	Nnambi, Hadiyah N.		10300 · First Midwest City		-612.50
Bill	B06152019	06/15/2019			58510 · Literacy	-612.50	612.50
TOTAL						-612.50	612.50
Bill Pmt -Check	112619	06/28/2019	Office Plus Solutions & Supply		10300 · First Midwest City		-14.48
Bill	1153514-0	06/25/2019			53100 · Administrative	-14.48	14.48
TOTAL						-14.48	14.48
Bill Pmt -Check	112620	06/28/2019	Penguin Random House LLC		10300 · First Midwest City		-90.00
Bill	1088863151	06/28/2019			54100 · General	-30.00	30.00
Bill	1088999350	06/28/2019			54100 · General	-60.00	60.00
TOTAL						-90.00	90.00
Bill Pmt -Check	112621	06/28/2019	Peters, Tuwanda		10300 · First Midwest City		-262.50
Bill	CDBG06152019	06/15/2019			58510 · Literacy	-262.50	262.50
TOTAL						-262.50	262.50
Bill Pmt -Check	112622	06/28/2019	Pompilus, Edna		10300 · First Midwest City		-212.50
Bill	CDBG06152019	06/15/2019			58510 · Literacy	-162.50	162.50
Bill	TRANS06152019	06/15/2019			57100 · Translations	-50.00	50.00
TOTAL						-212.50	212.50
Bill Pmt -Check	112623	06/28/2019	ProLiteracy		10300 · First Midwest City		-120.00
Bill	JUN19 INV	06/25/2019			58520 · Other	-120.00	120.00
TOTAL						-120.00	120.00
Bill Pmt -Check	112624	06/28/2019	Ramrod Distributors, Inc.		10300 · First Midwest City		-2,822.61
Bill	776783-1	06/25/2019			53400 · Maintenance Supplies	-1,336.00	1,336.00
Bill	776783	06/28/2019			53400 · Maintenance Supplies	-1,037.00	1,037.00
Bill	776721	06/28/2019			53400 · Maintenance Supplies	-449.61	449.61
TOTAL						-2,822.61	2,822.61
Bill Pmt -Check	112625	06/28/2019	Sipos, Christopher S.		10300 · First Midwest City		-250.00
Bill	JULY 5TH CON...	06/25/2019			56610 · Adult Programs	-250.00	250.00
TOTAL						-250.00	250.00
Bill Pmt -Check	112626	06/28/2019	Steven J. Fink & Associates, PC		10300 · First Midwest City		-145.85
Bill	THRU 06/30/19	06/28/2019			24700 · Wage Garnishment	-145.85	145.85
TOTAL						-145.85	145.85
Bill Pmt -Check	112627	06/28/2019	Taylor, Margie		10300 · First Midwest City		-154.06
Bill	JUN19 REIMB	06/25/2019			51600 · Travel	-154.06	154.06
TOTAL						-154.06	154.06

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Waukegan Public Library

Check Detail

June 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	112628	06/28/2019	Wence, Diana		10300 · First Midwest City		-103.55
Bill	JUN19 REIMB	06/25/2019			56100 · Adult Programs	-103.55	103.55
TOTAL						-103.55	103.55
Bill Pmt -Check	112629	06/28/2019	American Button Machine		10300 · First Midwest City		-89.92
Bill	170929	06/25/2019			56300 · Childrens Programs	-89.92	89.92
TOTAL						-89.92	89.92
Bill Pmt -Check	112630	06/28/2019	Baker & Taylor 10		10300 · First Midwest City		-6,046.19
Bill	2034611192	06/28/2019			54100 · General	-1,297.70	1,297.70
Bill	2034598863	06/28/2019			54100 · General	-741.18	741.18
Bill	2034609906	06/28/2019			54100 · General	-318.73	318.73
Bill	2034618099	06/28/2019			54100 · General	-344.02	344.02
Bill	2034613709	06/28/2019			54100 · General	-421.91	421.91
Bill	2034627706	06/28/2019			54100 · General	-1,743.95	1,743.95
Bill					13500 · Due from Employees Person...	-9.57	9.57
Bill	2034623141	06/28/2019			54100 · General	-1,169.13	1,169.13
TOTAL						-6,046.19	6,046.19
Bill Pmt -Check	112631	06/28/2019	Baker & Taylor 30		10300 · First Midwest City		-22.04
Bill	H36559372	06/28/2019			54100 · General	-22.04	22.04
TOTAL						-22.04	22.04

This report is slightly shorter due to the change of the June board meeting, and the minor update of the items in that Director's report.

Bradbury Statue: The Bradbury Statue committee is hard at work planning the event for August 22. Invitations should be going out soon, so watch out for yours soon.

Personnel: Our Business Manager is on board (7/16); our Reference Manager will be on board 7/22. Interviews for Reference Assistants will be done this week and next and Reference Librarian applications are being reviewed. We will soon be posting part time positions in Customer Service and a full time position in Children's.

Drive up Book Drop: Our book drop has not yet arrived, but should be here very soon. There is usually a 3 – 4 week lead-time and it was order the last week of June.

Complete Count Committee: I will be hosting a Complete Count Committee meeting for Waukegan in August. Final details will be sent to everyone. Invitees include a wide list of community leaders and organizations, and elected officials. We will be discussing our work on the Census and plans for moving forward together to ensure an accurate count of our community in the next Census. Soon, our social media and webpage should be ready to provide information about the Census for our community.

RAILS Board: I will be installed as a RAILS board member on July 26 in Burr Ridge. This is a three-year appointment and I am really looking forward to this opportunity. Not only will I learn more about IL libraries, processes, and resources, I will look for opportunities to benefit WPL in the long run.

ALA Council: During the American Library Association conference, the ALA Council, of which I am a member, passed a number of updated Library Bill of Rights (LBoR) interpretations. Interpretations are guiding descriptions of the LBoR to help libraries of all kinds develop policies, procedures, and practices. They are meant as guidelines and are accepted by a representation of the membership (Councilors). WPL adheres to ALA's resolutions and interpretations. More information can be found at <http://www.ala.org/advocacy/intfreedom/librarybill>.

Closed Session update: Going through an old notebook, I noticed that we are due to review closed session minutes, per state law. I did not have any procedure handy to guide this task, so I reached out to fellow directors for assistance. At least two people sent some great documentation we may use to develop a reliable procedure for WPL. I will present this information to the Governance Committee to consider. There is no official procedure or documentation provided by the state, so libraries have developed, and shared, their own that have worked well.

Board Memo

RE: Waukegan Symphony performance

DATE: 03/21/2018

Action required: Motion to open library early on 2/22/2020



WAUKEGAN PUBLIC LIBRARY
putting quality in your life

The Waukegan Symphony will be presenting their Young People's Concert in February 2020. They have requested that we allow the performance to be held at the library.

Waukegan Symphony Orchestra Presents:

Young People's Family Concert: Storytelling & Music

Saturday, February 22, 2020

11AM – 1PM

Free Concert for the public

Program:

Prokofiev: "Troika" from LT. KIJIE

Prokofiev: Peter and the Wolf

Copland: Lincoln Portrait

Copland: "Hoe-Down" from RODEO

The concert combines storytelling and music. Stories will be told by a narrator. After the concert, children are invited to meet the symphony players and instruments in what is known as an "Instrument Petting Zoo."

This concert would be held before regular open hours and will be open to the public and should minimally impact regular library services for a Saturday afternoon.

Motion: Approve opening early for Waukegan Symphony performance in on February 22, 2020.

Board Memo

RE: Landscaping

DATE: 7/15/19

Action required: Motion to approve landscaping work



WAUKEGAN PUBLIC LIBRARY
putting quality in your life ■■■■■■

The Ray Bradbury statue will be installed in August and unveiled for the public on August 22, 2019. In anticipation, some landscaping will need to be redone to make the space presentable and consistent in look for this event.

After some negotiation with Townline Design, our regular landscaping company, an updated proposal has been submitted for work adjacent to the statue and the connected courtyard area. Although it was our hope to finish this project much earlier but weather, time, seasonal workload for Townline Design, and negotiation time pushed these plans back.

The updated quote is \$6989.00 and will go to the 60830 – Capital Expenditures –Other budget line.

Once approved, the work can start almost immediately. It is important to have this approved and work started to coincide with the statue unveiling.

Requested motion: Approval of landscaping quote and scope of work from Townline Design for \$6989.00



Townline Design

Landscape Architecture & Contracting

13220 Town Line Road • Waukegan, IL 60087

Phone (847) 244-4111 • Fax (847) 244-4198

July 3, 2019

Landscaping proposal for:

Waukegan Public Library
128 North County Street
Waukegan, IL 60085

Work location

same

Townline Design proposes to supply all materials, equipment, and labor to complete the following landscaping work, per print dated June 26, 2019, for six thousand nine hundred eighty-nine dollars (\$6,989.00).

Townline Design will remove all ornamental trees, shrubs, and perennials not being reused. Hostas will be transplanted to fill the islands on the north side of the building.

We will pick up and relay four existing outcroppings as per print, laying them on sand in a level fashion.

We will add up to two cubic yards of compost to the planting beds as needed.

We will spread one cubic yard of clean wood chips as a path way on the east side of the building, while the planting beds will be mulched with double-processed shredded bark mulch.

We will supply, install, and mulch the following. All plants will be mulched with three inches of premium, double-processed shredded bark mulch, less on perennials.

The plants will be watered when installed, but you will be responsible for further watering.

All trees and shrubs provided by Townline Design are one hundred percent guaranteed for one year. Beds will be edged by hand spading.

BF	Balloon Flower/Platycodon grandiflorus 'Mariesii'	6	gallon
BS	Blue Star/Amsonia 'Blue Ice'	9	gallon
DBC	Dwarf Chokeberry/Aronia melanocarpa 'Low Scape Mound'	11	15"
DBH	Bush Honeysuckle/Diervilla lonicera	10	24"
DL	Repeating Daylily/Hemerocallis 'Romantic Returns'	7	gallon
DY	Dense Yew/Taxus media 'Densiflora'	3	24" wide
LB	Little Bluestem/Schizachyrium scoparium 'Standing Ovation'	6	gallon
LT	Lilyturf/Liriope spicata	14	quart
SSH	Sum and Substance Hosta/Hosta 'Sum & Substance'	4	3gallon
TGH	Transplanted Green Hosta	18	trans.
TVH	Transplanted Variegated Hosta	12	trans.

Terms are fifty percent down, the remainder due upon satisfactory completion, with a 1.5% per month late fee assessed on invoices not paid within thirty days of invoice date. An insurance certificate will be provided upon request.

The work site will be left in as neat and orderly an appearance as possible during the construction process. When all work is completed the area will be left broom-clean, and all our debris will be removed by us.

Respectfully submitted,
Page Hunter

Selina Gomez-Beloz

From: Selina Gomez-Beloz
Sent: Thursday, June 13, 2019 3:07 PM
To: 'Page Hunter, Townline Design'
Subject: RE: Townline Design

Thank you for the numbers. You are right, I didn't see those either. I've looked over the plans and they look very nice. Just a couple of adjustments.

The planters on County Street are maintained by the City. We did contact the city and they basically said they aren't a high priority. Turns out Francisco moved a few plants already and I will have the guys trim the green bushes already there. So if we can remove them from the plan and quote, that would be great. It could be a fall project if needed.

Chuck has been working on getting the tuck pointing done and is near choosing someone.

As for the concrete space in front of the building, I think we like to keep it to some kind of hard pack mulch (if that is what it can be called) until we are sure of the final placements of benches and such.

Also, two marigold trees were transplanted and seem to be doing well so far. We managed to remove the Hawthorne trees and replace with something else. I don't remember what they are at the moment. So I'm not sure if there is room to move the remaining magnolias or not. We can always figure that out.

So, could you please revise with a focus on the courtyard landscape and front of building area for the quote? I appreciate your assistance on this.

Selina

From: Page Hunter, Townline Design [<mailto:phunter23@aol.com>]
Sent: Monday, June 10, 2019 7:17 PM
To: Selina Gomez-Beloz
Subject: Re: Townline Design

Ah, then you also didn't get the numbers.

To remove all the plants that are not being reused, adding 5 CY compost soil, transplanting all the reused plants, supplying and planting the new plants, putting in the Brussels Dimensional edging, and relaying the outcrops, would cost \$12,292.00.

That doesn't include any concrete work or tuckpointing the large planters.

Selina Gomez-Beloz

From: Page Hunter, Townline Design <phunter23@aol.com>
Sent: Monday, June 10, 2019 7:17 PM
To: Selina Gomez-Beloz
Subject: Re: Townline Design

Ah, then you also didn't get the numbers.

To remove all the plants that are not being reused, adding 5 CY compost soil, transplanting all the reused plants, supplying and planting the new plants, putting in the Brussels Dimensional edging, and relaying the outcrops, would cost \$12,292.00.

That doesn't include any concrete work or tuckpointing the large planters.

Page Hunter L.A.
Townline Design
13220 Town Line Road
Waukegan, IL 60087
(847) 244-4111

-----Original Message-----

From: Selina Gomez-Beloz <sgbeloz@waukeganpl.info>
To: Page Hunter, Townline Design <phunter23@aol.com>
Sent: Mon, Jun 10, 2019 12:31 pm
Subject: RE: Townline Design

I didn't get it earlier. I'll look this over now.

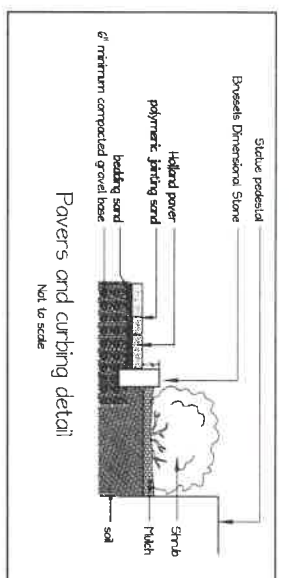
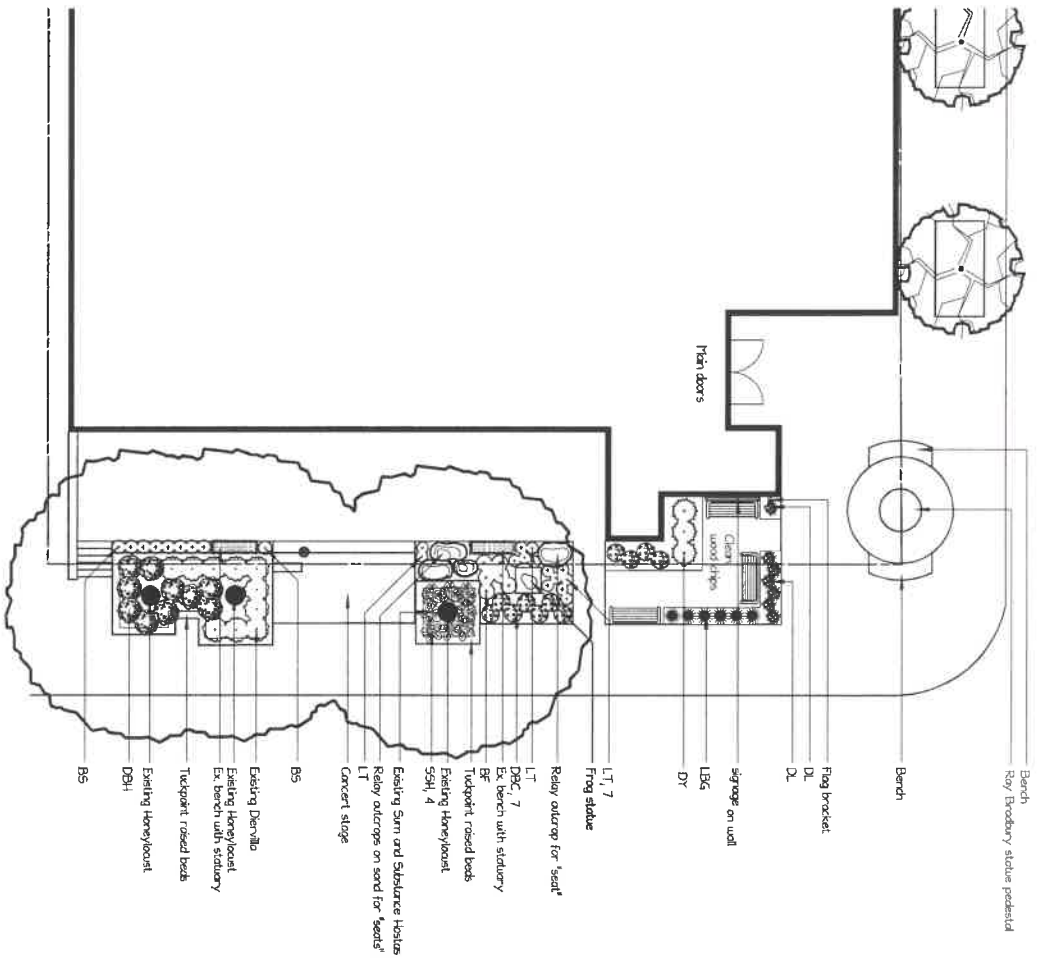
Selina

From: Page Hunter, Townline Design [<mailto:phunter23@aol.com>]
Sent: Monday, June 10, 2019 10:52 AM
To: Selina Gomez-Beloz
Subject: Townline Design

Hi Selina,

I know you're very busy. I was wondering if you had any feedback on the plan I sent?

Thanks,
Page Hunter L.A.
Townline Design
13220 Town Line Road
Waukegan, IL 60087
(847) 244-4111



Symbol	Common name/botanical name	Size	Quantity
BF	Baldon Flower/Polycodon grandiflorus 'Hercules'	gallon	6
BS	Blue Star/Artemisia Blue Ice	gallon	9
DBC	Quart Chokeberry/Artemisia melanocephala 'Lau Scape' 'Hercules'	24" cube	1
DBH	Denville Bush Hovey's seedling/Denville hawberry	24" cube	10
DL	Daylily/Hemerocallis 'Romantic Returns'	gallon	7
DY	Desiree Yew/Yew tree 'Desiree'	24" cube	3
H1	Hovey's/Gaulthier 'Desiree' inerts	3" cube	3
L1	Little Blaesley/Pyraeae 'Blue Star' 'Hercules'	gallon	10
L3	Little Blaesley/Pyraeae 'Blue Star' 'Hercules'	gallon	36
L6	Little Blaesley/Pyraeae 'Blue Star' 'Hercules'	gallon	36
L7	Lady's Mantle/Alchemilla 'moss' 'moss'	gallon	36
L7	Lady's Mantle/Alchemilla 'moss' 'moss'	quart	14
SGH	Sam's 1 Substantia Hostochia 'Sam's 1 Substantia'	3 gallon	1
TG4	Transplanted Great Holly (shrub as necessary)	unpainted	6
TTH	Transplanted Holly	unpainted	2
TT4	Transplanted Variegated Hestia (shrub as necessary)	unpainted	2

- Notes:
- 1) Two (2) inch yards of compost to be added to beds before planting. Remove existing soil as needed to allow compost.
 - 2) All planting beds are to be mulched with double processed hardwood bark mulch three inches deep on trees and shrubs, two inches deep on perennials.
 - 3) Plants to be watered and mulched by contractor until completion of job. A watering guide to be provided by contractor to maintenance staff.
 - 4) Chokeberry garden to be left alone.
 - 5) Trees marked as a transplant, all existing plants are to be removed and marked map.

Waukegan Public Library

128 North County Street

Waukegan, IL 60085

client:	date:	revision
scale:	5/31/2019	1 - June 26, 2019
drawn by:	checked by:	drawing #
PH, Townline Design	(847) 240-4111	

WJB

RESOLUTION NO. 2019-02

RESOLUTION AUTHORIZING FY 2020 PUBLIC LIBRARY NON-RESIDENT CARD PARTICIPATION AND FEES

WHEREAS, the State of Illinois has enacted the Illinois Local Library Act 75 ILCS 5/4-7(12), which grants power to the Board of Trustees, including the power to extend the privileges and use of the library to non-residents and the power to charge a fee for non-resident use thereof;

WHEREAS, the Board of Trustees of the Waukegan Public Library has determined for its 2019-2020 fiscal year, commencing May 1, 2019 and ending April 30, 2020, to participate in the non-resident reciprocal borrowing program of its regional library system and to issue non-resident library cards;

WHEREAS, the Illinois Administrative Code 23 Adm. Code 3050.60(b), sets forth the tax-bill method for calculating a non-resident fee so as to ensure the fee charged is equal to the cost paid by residents of Waukegan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Waukegan Public Library, Lake County, Illinois, as follows:

Section 1: Individuals residing beyond the jurisdictional boundaries of the Waukegan Public Library whose closest public library is the Waukegan Public Library and not residing within the boundaries of another public library, and owning no taxable property within the jurisdictional boundaries of the Waukegan Public Library, may purchase a non-resident fee card for the price of \$125.00 calculated according to the General Mathematical Formula (23 Ad. Code 3050.60(a)).

Section 2: Individuals residing beyond the jurisdictional boundaries of the Waukegan Public Library, but owning (as an individual, a partner, the principal stockholder, or other joint owner) taxable property within the jurisdictional boundaries of the Waukegan Public Library, or serving as a Senior Administrative Officer of a firm, business or other corporation owning taxable property within the jurisdictional boundaries of the Waukegan Public Library, notwithstanding anything to the contrary in this Resolution, may obtain one (1) non-resident library card without payment of the non-resident fee upon presentation of the most recent tax bill upon that taxable property; provided however, that in no event shall the privileges and use of the Library be extended to more than one (1) individual non-resident for each parcel of taxable property. Each non-resident library card issued pursuant to this Section is limited to the exclusive use of the individual whose name appears on its face.

Section 3: The President of the Board of Library Trustees shall notify the regional library system in writing within 30 days of the adoption of this Resolution, stating (a) the effective date of the Resolution, (b) the beginning and ending dates of the 12- month period of validity for non-resident library cards issued pursuant to this Resolution, and (c) the fee formula as set forth herein.

Section 4: The Waukegan Public Library shall continue to honor all non-resident library cards heretofore issued by the Library, for the full term of purchase.

Section 5: The Waukegan Public Library shall cooperate with other participating area public libraries and the regional library system and adjacent regional library systems to determine the appropriate non-resident service areas, as stated in 23 Ad. Code 3050.25.

Section 6: The Policy of the Waukegan Public Library for service to non-residents, including a description of the Library's service areas and the methods of calculating fees, shall be available for public inspection at the Library.

Section 7: A valid non-resident library card issued by the Waukegan Public Library pursuant to this Resolution shall accord a non-resident library cardholder all the services which this Library provides to its residents, including reciprocal borrowing privileges.

Section 8: No non-resident is eligible to receive a "local use" library card from the Waukegan Public Library.

President, Board of Library Trustees of the
Waukegan Public Library

Date