

**Winnetka-Northfield Public Library District
Regular Meeting of The Board of Trustees**

**THE MEETING WILL BEGIN AT 7:00 PM VIA ZOOM.
INSTRUCTIONS TO JOIN POSTED AT WWW.WINNETKALIBRARY.ORG**

**The Board meeting will be conducted as a virtual meeting consistent with the Governor's Executive Orders
and recent amendments to the Open Meetings Act.**

AGENDA

Monday, February 21, 2021

- I. Call to Order**
- II. Roll Call**
- III. Public Comments**
- IV. Approval of Minutes**
 - Approval of Minutes of the January 17, 2021 Regular Meeting* (5 minutes)
- V. Financial Report**
 - January 2022 Financial Statements* (5 minutes)
- VI. Library Reports**
 - Director's Report* (5 minutes)
- VII. Liaisons to Other Organizations – Reports**
 - Winnetka Village (Trustee Mitchell) (5 minutes)
 - Northfield Village (Trustee Munoz) (5 minutes)
- VIII. Unfinished Business**
 - Discussion on Return to In-Person Board Meetings (10 minutes)
 - Discussion & Vote on Revised Public Comments Policy (10 minutes)*
- IX. New Business**
 - Vote to Approve Minutes of Meetings Lawfully Closed Under the Open Meetings Act
 - Vote to Approve Resolution Determining Release of Closed Session Minutes*
 - Vote to Approve Resolution Approving Destruction of Closed Session Recordings*
 - Discussion on Mask Mandate

*Attachments

**Winnetka-Northfield Public Library District
Regular Meeting of The Board of Trustees**

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**The Board meeting will be conducted as a virtual meeting consistent with the Governor's Executive Orders
and recent amendments to the Open Meetings Act.**

X. Communications

- The next regular meeting will be held on Monday, March 21st at 7pm, location TBD

XI. Public Comments

XII. Adjourn to Closed Session

- **Closed Session**

5 ILCS 120/2(c)(5): To consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

XIII. Return to Open Session

XIV. Adjournment

**WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF A REGULAR MEETING
OF THE BOARD OF TRUSTEES**

January 17, 2022

I. Call to Order

The meeting was held virtually via ZOOM due to the COVID-19 pandemic. President Mitchell called the meeting to order at 7:01 p.m. A quorum was present.

II. Roll Call

Present: Trustees Sarah Munoz, Thomas Sundell, Travis Gosselin, Todd Van Neck, and Deborah Vandergrift and President Melissa Mitchell; and Library Director Monica Dombrowski.

Absent:

Present were library employees Nicola White (Business Services Coordinator) and Mark Swenson (Information Technology Manager). Present were Winnetka residents Katherine Casale MacNally, Stu Cohn, Marc Hecht, Dan Kinsella, and Robert Leonard.

III. Organizational Meeting of the Library Board

- *Resolution to Appoint a New Trustee*

A MOTION to Approve the Resolution to Appoint a New Trustee was made by Trustee Sundell.

The MOTION passed on a voice vote.

- *Oath of Office*

Secretary Sundell swore in incoming Trustee Casale MacNally.

- *Appointment of New Village Liaison to Winnetka*

President Mitchell elected to continue to serve as the Winnetka Village Liaison.

IV. Public Comments

Winnetka resident Stu Cohn commented on the proposed revised public comments policy.

Winnetka resident Marc Hecht commented on the proposed revised public comments policy and the board meeting minutes.

Winnetka resident Dan Kinsella commented on the proposed revised public comments policy.

Winnetka resident Robert Leonard commented on the proposed revised public comments policy and also on the District's new strategic plan.

V. Approve Minutes

- Approve Minutes of the December 13, 2021 Regular Meeting

President Mitchell announced the approval of the December 13, 2021 Regular Meeting Minutes.

VI. Financial Report

Director Dombrowski and Trustee Vandergrift presented the December 2021 Financial Statements.

VII. Library Report

LIBRARY DIRECTOR'S REPORT:

Director Dombrowski presented the December 2021 Director's Report, which is included in the January 2022 Board Packet.

VIII. Liaisons to Other Organizations-Reports

- *Winnetka Village*- President Mitchell reported that the Village of Winnetka is buying new vehicles and construction equipment.
- *Northfield Village*- Trustee Munoz stated that there was nothing new to report.

IX. Unfinished Business

- *Discussion on Return to In-Person Board Meetings*
The Board will meet virtually in February and will continue to revisit this topic at future meetings.

X. New Business

- *Discussion & Vote on Revised Monthly Director's Report*
The Board discussed items they would like to see in future Director's Reports, including more data on library collections and usage, HR information, and updates on the strategic plan.

- *Discussion & Vote on Revised Public Comments Policy*
The Board discussed further revisions they would like to see in the Public Comments Policy.

A MOTION was made by Trustee Gosselin to table the Discussion & Vote on Revised Public Comments Policy to Unfinished Business in the February 21, 2022 Board Meeting.

The MOTION passed on a voice vote.

- *Assignment of Two Trustees to Review Closed Session Recordings and Summaries*
Trustees Sundell and Van Neck were assigned to review the closed session recordings and summaries.

A MOTION was made by Trustee Sundell to add a second Public Comments section to the agenda.

The MOTION passed on a voice vote.

XI. Public Comments

Winnetka resident Marc Hecht commented on the proposed revised public comments policy and the District's new strategic plan.

XII. Communications

- *The next regular meeting will be held on Monday, February 21st at 7 p.m. via Zoom.*

XIII. Adjournment

There being no further business to come before the Board, a MOTION to adjourn was made by Trustee Casale MacNally.

The MOTION passed on a voice vote and President Mitchell adjourned the meeting at 8:37 p.m.

Respectfully submitted,

Nicola White
Recording Secretary

_____ Melissa Mitchell, President

_____ Thomas Sundell, Secretary

Winnetka-Northfield Public Library District

All Funds Summary

For the 7 Months Ended January 31, 2022

Ideal Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Current Year-to-Date</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Revenues					
Library Fund	4,021,186.25	2,345,691.98	1,915,089.12	47.62 %	(430,602.86)
IMRF Fund	176,750.00	103,104.17	82,103.57	46.45 %	(21,000.60)
FICA Fund	131,300.00	76,591.67	60,991.23	46.45 %	(15,600.44)
Building Fund	403,994.00	235,663.17	187,662.51	46.45 %	(48,000.66)
Unemployment Fund	2,020.00	1,178.33	938.34	46.45 %	(239.99)
Total Revenues	<u>4,735,250.25</u>	<u>2,762,229.31</u>	<u>2,246,784.77</u>	<u>47.45 %</u>	<u>(515,444.54)</u>
Expenses					
Library Fund	3,859,150.00	2,251,170.83	2,359,803.22	61.15 %	108,632.39
IMRF Fund	102,750.00	59,937.50	66,397.66	64.62 %	6,460.16
FICA Fund	133,000.00	77,583.33	65,308.43	49.10 %	(12,274.90)
Building Fund	320,000.00	186,666.67	145,085.19	45.34 %	(41,581.48)
Unemployment Fund	10.00	5.83	0.00	0.00 %	(5.83)
Total Expenses	<u>4,414,910.00</u>	<u>2,575,364.17</u>	<u>2,636,594.50</u>	<u>59.72 %</u>	<u>61,230.33</u>
Total Revenues	4,735,250.25	2,762,229.31	2,246,784.77	47.45 %	(515,444.54)
Total Expenses	<u>4,414,910.00</u>	<u>2,575,364.17</u>	<u>2,636,594.50</u>	<u>59.72 %</u>	<u>(61,230.33)</u>
Excess Revenues less Expenses	<u>320,340.25</u>	<u>186,865.14</u>	<u>(389,809.73)</u>	<u>(121.69)%</u>	<u>(576,674.87)</u>

Winnetka-Northfield Public Library District

Library Fund Summary

For the 7 Months Ended January 31, 2022

Ideal Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year-to-Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
Operating Revenue					
Property Tax	3,786,490.00	2,208,785.83	1,758,893.08	46.45 %	(449,892.75)
Replacement Tax	30,000.00	17,500.00	42,406.30	141.35 %	24,906.30
Collections	130,196.25	75,947.81	91,498.09	70.28 %	15,550.28
Materials	6,500.00	3,791.67	3,813.69	58.67 %	22.02
Other Income	68,000.00	39,666.67	18,477.96	27.17 %	(21,188.71)
Total Operating Revenue	<u>4,021,186.25</u>	<u>2,345,691.98</u>	<u>1,915,089.12</u>	<u>47.62 %</u>	<u>(430,602.86)</u>
Operating Expenses					
Personnel	1,871,100.00	1,091,475.00	999,575.20	53.42 %	(91,899.80)
Administration	197,400.00	115,150.00	126,776.69	64.22 %	11,626.69
Utilities	91,400.00	53,316.67	41,976.64	45.93 %	(11,340.03)
IT Services	163,000.00	95,083.33	95,693.34	58.71 %	610.01
Public Relations	43,000.00	25,083.33	26,224.52	60.99 %	1,141.19
Library Materials - Adult	519,000.00	302,750.00	326,308.17	62.87 %	23,558.17
Library Materials - Youth	75,000.00	43,750.00	44,543.99	59.39 %	793.99
Programs	69,250.00	40,395.83	42,611.83	61.53 %	2,216.00
Capital	830,000.00	484,166.67	656,092.84	79.05 %	171,926.17
Total Operating Expenses	<u>3,859,150.00</u>	<u>2,251,170.83</u>	<u>2,359,803.22</u>	<u>61.15 %</u>	<u>108,632.39</u>
Total Revenues	4,021,186.25	2,345,691.98	1,915,089.12	47.62 %	(430,602.86)
Total Expenses	<u>3,859,150.00</u>	<u>2,251,170.83</u>	<u>2,359,803.22</u>	61.15 %	108,632.39
Excess Revenues less Expenses	<u>162,036.25</u>	<u>94,521.15</u>	<u>(444,714.10)</u>	<u>(274.45)%</u>	<u>(539,235.25)</u>

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2022

Ideal Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
<u>LIBRARY FUND</u>					
Revenues					
Taxes					
Property Taxes Collections	3,786,490.00	2,208,785.83	1,758,893.08	46.45 %	(449,892.75)
Replacement Tax	<u>30,000.00</u>	<u>17,500.00</u>	<u>42,406.30</u>	<u>141.35 %</u>	<u>24,906.30</u>
Total Taxes	<u>3,816,490.00</u>	<u>2,226,285.83</u>	<u>1,801,299.38</u>	<u>47.20 %</u>	<u>(424,986.45)</u>
Collections					
Per Capita Grant	21,696.25	12,656.15	27,232.58	125.52 %	14,576.43
Kenilworth Services	105,000.00	61,250.00	62,236.00	59.27	986.00
Fines - Winnetka	0.00	0.00	333.85	0.00	333.85
Studio Fees	1,000.00	583.33	594.14	59.41	10.81
Lost/Damaged Mat.-Winnetka	2,500.00	1,458.33	1,101.02	44.04	(357.31)
Library Programs - Winnetka	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>	<u>0.00</u>	<u>0.50</u>
Total Collections	<u>130,196.25</u>	<u>75,947.81</u>	<u>91,498.09</u>	<u>70.28 %</u>	<u>15,550.28</u>
Materials					
Copy/Printing - Winnetka	5,000.00	2,916.67	3,813.69	76.27 %	897.02
Book Sales - Winnetka	<u>1,500.00</u>	<u>875.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(875.00)</u>
Total Materials	<u>6,500.00</u>	<u>3,791.67</u>	<u>3,813.69</u>	<u>58.67 %</u>	<u>22.02</u>
Other Income					
Checking Interest Income	5,000.00	2,916.67	2,893.99	57.88 %	(22.68)
Byline Bank IMA Interest	45,000.00	26,250.00	3,444.14	7.65	(22,805.86)
Change on Investment Value	0.00	0.00	(516.12)	0.00	(516.12)
Money Market-Interest	0.00	0.00	10,614.38	0.00	10,614.38
Misc. Revenue - Winnetka	0.00	0.00	791.57	0.00	791.57
Gift Fund (over \$100)	500.00	291.67	1,250.00	250.00	958.33
Friends Donations	<u>17,500.00</u>	<u>10,208.33</u>	<u>0.00</u>	<u>0.00</u>	<u>(10,208.33)</u>
Total Other Income	<u>68,000.00</u>	<u>39,666.67</u>	<u>18,477.96</u>	<u>27.17 %</u>	<u>(21,188.71)</u>
Total Revenue	<u>4,021,186.25</u>	<u>2,345,691.98</u>	<u>1,915,089.12</u>	<u>47.62 %</u>	<u>(430,602.86)</u>

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2022

Ideal Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
LIBRARY FUND					
Expenses					
Personnel					
Salaries	1,620,000.00	945,000.00	873,657.27	53.93 %	(71,342.73)
Health Insurance	240,000.00	140,000.00	124,188.27	51.75	(15,811.73)
Flu Vaccination	100.00	58.33	0.00	0.00	(58.33)
Employee Asst. Program	500.00	291.67	0.00	0.00	(291.67)
Conferences	10,000.00	5,833.33	1,519.66	15.20	(4,313.67)
Flexible Spending Account	<u>500.00</u>	<u>291.67</u>	<u>210.00</u>	<u>42.00</u>	<u>(81.67)</u>
Total Personnel	<u>1,871,100.00</u>	<u>1,091,475.00</u>	<u>999,575.20</u>	<u>53.42 %</u>	<u>(91,899.80)</u>
Administration					
Audit Fees	12,400.00	7,233.33	12,400.00	100.00 %	5,166.67
Library Supplies	34,500.00	20,125.00	17,683.25	51.26	(2,441.75)
Office Supplies	7,000.00	4,083.33	2,953.36	42.19	(1,129.97)
Breakroom Supplies	2,000.00	1,166.67	1,192.67	59.63	26.00
Postage	3,200.00	1,866.67	1,378.43	43.08	(488.24)
Hospitality	1,500.00	875.00	878.30	58.55	3.30
Accounting and Bookkeeping	23,000.00	13,416.67	13,475.74	58.59	59.07
Legal Notices	3,500.00	2,041.67	2,247.00	64.20	205.33
Delivery Service	6,800.00	3,966.67	3,725.00	54.78	(241.67)
Payroll Services	9,000.00	5,250.00	4,814.48	53.49	(435.52)
Liability Insurance Costs	23,000.00	13,416.67	23,180.00	100.78	9,763.33
Board Expenses	1,000.00	583.33	43.69	4.37	(539.64)
Memberships	3,500.00	2,041.67	2,349.66	67.13	307.99
Staff Recognition/Events/Meetings	6,000.00	3,500.00	1,833.52	30.56	(1,666.48)
Legal	12,000.00	7,000.00	(228.55)	(1.90)	(7,228.55)
Building Appraisal	500.00	291.67	0.00	0.00	(291.67)
Other Consultations	5,000.00	2,916.67	17,424.64	348.49	14,507.97
Investment Fees	5,000.00	2,916.67	1,963.89	39.28	(952.78)
HR Consultant	38,000.00	22,166.67	19,546.25	51.44	(2,620.42)
Miscellaneous	<u>500.00</u>	<u>291.67</u>	<u>(84.64)</u>	<u>(16.93)</u>	<u>(376.31)</u>
Total Administration	<u>197,400.00</u>	<u>115,150.00</u>	<u>126,776.69</u>	<u>64.22 %</u>	<u>11,626.69</u>
Utilities					
Electricity - Winnetka	41,000.00	23,916.67	24,495.14	59.74 %	578.47
Water - Winnetka	3,500.00	2,041.67	1,477.52	42.21	(564.15)
Storm Sewer - Winnetka	1,600.00	933.33	798.96	49.94	(134.37)
Natural Gas - Winnetka	11,000.00	6,416.67	7,046.80	64.06	630.13
Telephone - Winnetka	16,800.00	9,800.00	438.77	2.61	(9,361.23)
Internet Services	<u>17,500.00</u>	<u>10,208.33</u>	<u>7,719.45</u>	<u>44.11</u>	<u>(2,488.88)</u>
Total Utilities	<u>91,400.00</u>	<u>53,316.67</u>	<u>41,976.64</u>	<u>45.93 %</u>	<u>(11,340.03)</u>
Information Technology					
CCS Operating	80,000.00	46,666.67	56,127.91	70.16 %	9,461.24
Software	23,000.00	13,416.67	21,262.45	92.45	7,845.78
LAN Management	50,000.00	29,166.67	16,846.22	33.69	(12,320.45)
Hardware	0.00	0.00	409.84	0.00	409.84
Technology - Website	<u>10,000.00</u>	<u>5,833.33</u>	<u>1,046.92</u>	<u>10.47</u>	<u>(4,786.41)</u>
Total Information Technology	<u>163,000.00</u>	<u>95,083.33</u>	<u>95,693.34</u>	<u>58.71 %</u>	<u>610.01</u>
Public Relations					

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2022

Ideal Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
LIBRARY FUND					
PR Promotional	7,000.00	4,083.33	4,495.62	64.22 %	412.29
PR Source/Mailers	23,000.00	13,416.67	15,407.24	66.99	1,990.57
PR Supplies	8,000.00	4,666.67	2,616.88	32.71	(2,049.79)
PR Marketing/Advertising	<u>5,000.00</u>	<u>2,916.67</u>	<u>3,704.78</u>	<u>74.10</u>	<u>788.11</u>
Total Public Relations	<u>43,000.00</u>	<u>25,083.33</u>	<u>26,224.52</u>	<u>60.99 %</u>	<u>1,141.19</u>
Library Materials - Adult					
Books-Fiction-Adult-Winnetka	79,000.00	46,083.33	40,111.90	50.77 %	(5,971.43)
Books-Non-Fiction-Adult-Winnetka	70,000.00	40,833.33	37,401.74	53.43	(3,431.59)
Periodicals-Winnetka	20,000.00	11,666.67	8,596.07	42.98	(3,070.60)
DVDs-Adult-Winnetka	38,000.00	22,166.67	17,607.27	46.33	(4,559.40)
Audio Books-Adult-Winnetka	17,000.00	9,916.67	9,445.69	55.56	(470.98)
Books-Digital-Winnetka	200,000.00	116,666.67	122,123.17	61.06	5,456.50
Online Database	<u>95,000.00</u>	<u>55,416.67</u>	<u>91,022.33</u>	<u>95.81</u>	<u>35,605.66</u>
Total Library Materials - Adult	<u>519,000.00</u>	<u>302,750.00</u>	<u>326,308.17</u>	<u>62.87 %</u>	<u>23,558.17</u>
Library Materials - Youth					
Books-Fiction-Juv-Winnetka	40,000.00	23,333.33	24,449.54	61.12 %	1,116.21
Books-Non-Fiction, Easy, & JH-Winnetka	14,000.00	8,166.67	8,198.58	58.56	31.91
DVDs-Juv-Winnetka	8,000.00	4,666.67	2,755.87	34.45	(1,910.80)
Audio Books-Juv-Winnetka	10,000.00	5,833.33	5,920.54	59.21	87.21
Video Games-Juv-Winnetka	3,000.00	1,750.00	3,194.52	106.48	1,444.52
Books-Easy-Winnetka	0.00	0.00	14.24	0.00	14.24
Books-Jr. High-Winnetka	<u>0.00</u>	<u>0.00</u>	<u>10.70</u>	<u>0.00</u>	<u>10.70</u>
Total Library Materials - Youth	<u>75,000.00</u>	<u>43,750.00</u>	<u>44,543.99</u>	<u>59.39 %</u>	<u>793.99</u>
Programs					
Summer Reading	8,000.00	4,666.67	6,420.00	80.25 %	1,753.33
OBTV	15,000.00	8,750.00	8,991.98	59.95	241.98
Programming - Studio	6,750.00	3,937.50	4,029.09	59.69	91.59
Programming - Youth	15,000.00	8,750.00	6,647.16	44.31	(2,102.84)
Programming - Adult	20,000.00	11,666.67	12,475.85	62.38	809.18
Studio Maintenance/Repair	<u>4,500.00</u>	<u>2,625.00</u>	<u>4,047.75</u>	<u>89.95</u>	<u>1,422.75</u>
Total Programs	<u>69,250.00</u>	<u>40,395.83</u>	<u>42,611.83</u>	<u>61.53 %</u>	<u>2,216.00</u>
Capital					
Capital Outlay	400,000.00	233,333.33	620,370.43	155.09 %	387,037.10
Building	250,000.00	145,833.33	12,265.34	4.91	(133,567.99)
Equipment/Furniture	100,000.00	58,333.33	6,042.69	6.04	(52,290.64)
Computer Equipment	<u>80,000.00</u>	<u>46,666.67</u>	<u>17,414.38</u>	<u>21.77</u>	<u>(29,252.29)</u>
Total Capital	<u>830,000.00</u>	<u>484,166.67</u>	<u>656,092.84</u>	<u>79.05 %</u>	<u>171,926.17</u>
Total Expenses	<u>3,859,150.00</u>	<u>2,251,170.83</u>	<u>2,359,803.22</u>	<u>61.15 %</u>	<u>108,632.39</u>
Excess Revenues less Expenses	<u>162,036.25</u>	<u>94,521.15</u>	<u>(444,714.10)</u>	<u>(274.45)%</u>	<u>(539,235.25)</u>

Winnetka-Northfield Public Library District
Statement of Revenues and Expenditures - Modified Cash Basis
For the 7 Months Ended January 31, 2022

Ideal Budget Percentage Spent: 58.33%

	<u>Annual Budget</u>	<u>Prorated Budget</u>	<u>Year to Date Actual</u>	<u>% of Budget</u>	<u>Variance vs. Prorated Budget</u>
BUILDING FUND					
Revenues					
Property Taxes Collections-Building	403,994.00	235,663.17	187,662.51	46.45 %	(48,000.66)
Total Revenue	<u>403,994.00</u>	<u>235,663.17</u>	<u>187,662.51</u>	<u>46.45 %</u>	<u>(48,000.66)</u>
Expenses					
Northfield Lease	66,000.00	38,500.00	38,618.37	58.51 %	118.37
Janitorial Supplies	13,176.00	7,686.00	4,024.10	30.54	(3,661.90)
Snow Removal	8,960.00	5,226.67	1,674.74	18.69	(3,551.93)
Photocopier Leases	44,800.00	26,133.33	13,079.29	29.19	(13,054.04)
Phone Lease	10,752.00	6,272.00	0.00	0.00	(6,272.00)
Building Maintenance Service	123,200.00	71,866.67	61,000.00	49.51	(10,866.67)
Elevators	8,960.00	5,226.67	3,901.08	43.54	(1,325.59)
Landscaping	5,600.00	3,266.67	2,805.62	50.10	(461.05)
HVAC	11,200.00	6,533.33	7,324.08	65.39	790.75
Automatic Doors	3,920.00	2,286.67	1,680.00	42.86	(606.67)
Roof	672.00	392.00	0.00	0.00	(392.00)
Alarms	3,080.00	1,796.67	2,690.05	87.34	893.38
Equipment	4,480.00	2,613.33	202.50	4.52	(2,410.83)
Misc Services	<u>15,200.00</u>	<u>8,866.67</u>	<u>8,085.36</u>	<u>53.19</u>	<u>(781.31)</u>
Total Expenses	<u>320,000.00</u>	<u>186,666.67</u>	<u>145,085.19</u>	<u>45.34 %</u>	<u>(41,581.48)</u>
 Excess Revenues less Expenses	 <u>\$ 83,994.00</u>	 <u>\$ 48,996.50</u>	 <u>\$ 42,577.32</u>	 <u>50.69 %</u>	 <u>(6,419.18)</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Vendor Checks						
Clarence Goodman 10-0-5908	Programming - Adult	Void Check# 3387	-250.00	3387	01/31/22	<u>(250.00)</u>
AT&T 10-0-5176	Internet Services	INV# S663007007-21344	336.37	3392	01/06/22	<u>336.37</u>
Book Stall 10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 393278	25.52	3393	01/06/22	<u>133.87</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 395187	67.55			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 396621	19.20			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 396756	21.60			
Catapult 10-0-5115	Flexible Spending Account	INV# 00097545	35.00	3394	01/06/22	<u>35.00</u>
Chicago Sun-Times 10-1-5342	Periodicals-Winnetka	52 Weeks renewal	624.00	3395	01/06/22	<u>624.00</u>
Chicago Tribune 10-1-5342	Periodicals-Winnetka	ACCT# 10046207	246.52	3396	01/06/22	<u>246.52</u>
Debra Ann Miller 10-0-5908	Programming - Adult	Debra Ann Miller - Elizabeth Barret Browning	350.00	3397	01/06/22	<u>350.00</u>
Gary Wenstrup 10-0-5908	Programming - Adult	Gary Wenstrup - Paul Simon	225.00	3398	01/06/22	<u>225.00</u>
Ivan Figueredo 10-0-5908	Programming - Adult	Ivan Figueredo - Learn & Play Bridge	280.00	3399	01/06/22	<u>280.00</u>
Jeff Mishur 10-0-5908	Programming - Adult	Jeff Mishur - Faith Ringgold	350.00	3400	01/06/22	<u>350.00</u>
Leslie Goddard 10-0-5908	Programming - Adult	Leslie Goddard - Who Was Typhoid Mary	300.00	3401	01/06/22	<u>300.00</u>
Linda Gorham 10-0-5908	Programming - Adult	Linda Gorham - African American Heroes and Sheroes	400.00	3402	01/06/22	<u>400.00</u>
Lindemann Chimney Co. 10-0-5882	Building	INV# INV160376	2,191.99	3403	01/06/22	<u>2,191.99</u>
Maria Spears 10-0-5908	Programming - Adult	Maria Spears - New Year New Love	300.00	3404	01/06/22	<u>300.00</u>
Michelle Nichols 10-0-5908	Programming - Adult	Michelle Nichols - Armchair Tour of the Solar System	185.00	3405	01/06/22	<u>185.00</u>
Midwest Environmental Consulting Service 10-0-5800	Capital Outlay	INV# 21-574	10,000.00	3406	01/06/22	<u>10,000.00</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
Quench USA, Inc. 10-0-5122	Breakroom Supplies	INV# INV03672619	347.10	3407	01/06/22	<u>347.10</u>
Samantha Younis 10-0-5907	Programming - Youth	Samantha Younis - Cartooning for Kids	200.00	3408	01/06/22	<u>200.00</u>
Scott Vrablik 10-0-5907	Programming - Youth	Scott Vrablik - Minecraft Mania	450.00	3409	01/06/22	<u>900.00</u>
10-0-5907	Programming - Youth	Scott Vrablik - Minecraft Mania	450.00			
Springshare LLC. 10-0-5177	Technology - Website	INV# 22-R1176	795.00	3410	01/06/22	<u>795.00</u>
System4 Chicago 70-0-5748	Building Maintenance Service	INV# 3=2801	8,000.00	3411	01/06/22	<u>8,000.00</u>
Technology Management Rev Fund 10-0-5176	Internet Services	INV# T2211144	450.00	3412	01/06/22	<u>450.00</u>
Ali Wenzke 10-0-5908	Programming - Adult	Ali Wenzke - Declutter	250.00	3413	01/06/22	<u>250.00</u>
Amber Mechanical Contractors Inc. 70-0-5752	HVAC	INV# C011887	1,999.50	3414	01/20/22	<u>1,999.50</u>
AT&T 10-0-5176	Internet Services	INV# S663007007-22010	336.91	3415	01/20/22	<u>336.91</u>
Book Stall 10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 397359	88.80	3416	01/20/22	<u>108.76</u>
10-1-5341	Books-Non-Fiction-Adult-Winnetka	INV# 396944	19.96			
Chicago Tribune 10-1-5342	Periodicals-Winnetka	Thru 3/29/22	163.42	3417	01/20/22	<u>163.42</u>
Clarence Goodman 10-0-5908	Programming - Adult	Clarence Goodman - In theBelly of the Beast	250.00	3418	01/20/22	<u>250.00</u>
Cupello Mechanical 10-0-5882	Building	Service on 1/12/22	150.00	3419	01/20/22	<u>1,430.00</u>
10-0-5882	Building	Service on 12/16/21	695.00			
10-0-5882	Building	Service on12/17/21	330.00			
10-0-5882	Building	Service on12/21/21	255.00			
Monica Dombrowski 10-0-5114	Conferences	Monica Dombrowski	336.80	3420	01/20/22	<u>336.80</u>
Peerless Network 10-1-5175	Telephone - Winnetka	INV# 484542	62.06	3421	01/20/22	<u>62.06</u>
Raul Snow Removal Service 70-0-5740	Snow Removal	12/28/21 Service	315.00	3422	01/20/22	<u>910.00</u>

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
70-0-5740	Snow Removal	1/1/22 Service	315.00			
70-0-5740	Snow Removal	1/2/22 Service	280.00			
True Air				3423	01/20/22	<u>316.00</u>
10-0-5882	Building	Work on 12/15/21	316.00			
HR Source				16900	01/12/22	<u>5,670.00</u>
10-0-5745	HR Consultant	INV# 14988	3,056.25			
10-0-5745	HR Consultant	INV# 15146	2,613.75			
Ntiva				16901	01/12/22	<u>2,400.67</u>
10-0-5135	LAN Management	INV# 23379	2,400.67			
CCI Solutions				16902	01/12/22	<u>166.62</u>
10-0-5120	Library Supplies	INV# 30454876	166.62			
QUILL CORPORATION				16903	01/12/22	<u>48.61</u>
10-0-5121	Office Supplies	INV# 21744603	16.62			
10-0-5884	Equipment/Furniture	INV# 21732331	31.99			
BIBLIOTHECA, LLC				16904	01/12/22	<u>3,109.80</u>
10-0-5120	Library Supplies	INV# INV-US50343	3,109.80			
Robbins Schwartz				16905	01/12/22	<u>663.75</u>
10-0-5736	Legal	INV# 908759, 908760, 908761	663.75			
Warehouse Direct				16906	01/12/22	<u>337.62</u>
70-0-5725	Janitorial Supplies	INV# 5128725-0	21.61			
70-0-5725	Janitorial Supplies	INV# 5132786-0	18.00			
70-0-5725	Janitorial Supplies	INV# 5136257-0	173.14			
70-0-5725	Janitorial Supplies	INV# 5137342-0	19.95			
70-0-5725	Janitorial Supplies	INV# 5140126-0	104.92			
MERCHANTS DELIVERY SERVICE				16907	01/12/22	<u>525.00</u>
10-0-5138	Delivery Service	21 Days book transfer	525.00			
HOOPLA (MIDWEST TAPE)				16908	01/12/22	<u>1,789.96</u>
10-1-5345	Books-Digital-Winnetka	INV# 501491068	1,789.96			
OVERDRIVE INC.				16909	01/12/22	<u>13,889.59</u>
10-1-5345	Books-Digital-Winnetka	INV# 01018MA21509861	5,251.16			
10-1-5345	Books-Digital-Winnetka	INV# 01018MA21511483	529.03			
10-1-5345	Books-Digital-Winnetka	INV# 01018CP21510207	8,109.40			
Kanopy				16910	01/12/22	<u>710.00</u>
10-1-5345	Books-Digital-Winnetka	INV# 278199-PPU	710.00			
Lauterbach & Amen, LLP				16911	01/12/22	<u>1,667.00</u>
10-0-5131	Accounting and Bookkeeping	INV# 62609	1,667.00			
Midwest Tape				16912	01/12/22	<u>1,385.36</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	332.11			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	55.47			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	55.48			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	110.96			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	44.99			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	245.89			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	58.48			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	29.24			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	76.45			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	11.24			
10-0-5120	Library Supplies	Midwest Tape	29.90			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	15.00			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	39.80			
10-0-5120	Library Supplies	Midwest Tape	4.90			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	47.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	84.98			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	44.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	39.99			
Baker & Taylor				16913	01/12/22	<u>6,797.13</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	105.29			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	197.34			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	188.65			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	10.73			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	311.17			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	10.16			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	27.73			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	45.27			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	32.64			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	12.74			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	27.73			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.89			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	4.75			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	38.95			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.24			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	8.47			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	7.34			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	73.57			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	55.33			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	168.45			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	104.80			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	83.54			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	48.45			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	198.55			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	272.35			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	256.18			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	50.77			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	495.01			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	268.49			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	231.61			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	65.91			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	61.04			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	76.81			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	46.32			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	94.60			
10-0-5120	Library Supplies	Baker & Taylor	13.96			
10-0-5120	Library Supplies	Baker & Taylor	17.51			
10-0-5120	Library Supplies	Baker & Taylor	10.09			
10-0-5120	Library Supplies	Baker & Taylor	26.43			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Baker & Taylor	28.43			
10-0-5120	Library Supplies	Baker & Taylor	25.53			
10-0-5120	Library Supplies	Baker & Taylor	21.74			
10-0-5120	Library Supplies	Baker & Taylor	35.69			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	2.12			
10-0-5120	Library Supplies	Baker & Taylor	0.07			
10-0-5120	Library Supplies	Baker & Taylor	4.19			
10-0-5120	Library Supplies	Baker & Taylor	29.57			
10-0-5120	Library Supplies	Baker & Taylor	3.39			
10-0-5120	Library Supplies	Baker & Taylor	2.12			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	0.36			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.43			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.04			
10-0-5120	Library Supplies	Baker & Taylor	10.08			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.04			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	38.01			
10-0-5120	Library Supplies	Baker & Taylor	1.04			
10-0-5120	Library Supplies	Baker & Taylor	4.17			
10-0-5120	Library Supplies	Baker & Taylor	25.14			
10-0-5120	Library Supplies	Baker & Taylor	26.65			
10-0-5120	Library Supplies	Baker & Taylor	36.67			
10-0-5120	Library Supplies	Baker & Taylor	24.44			
10-0-5120	Library Supplies	Baker & Taylor	19.36			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	555.45			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	413.30			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	587.92			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	411.85			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	129.69			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	97.07			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	183.18			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	133.89			
10-1-5447	Books-Easy-Winnetka	Baker & Taylor	14.24			
Midwest Tape				16914	01/12/22	<u>11.99</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	11.99			
Baker & Taylor				16915	01/12/22	<u>694.83</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	312.06			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	54.80			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	177.40			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	79.05			
10-0-5120	Library Supplies	Baker & Taylor	17.80			
10-0-5120	Library Supplies	Baker & Taylor	44.12			
Midwest Tape				16916	01/12/22	<u>946.35</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	134.93			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	33.73			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	23.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	80.22			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	48.73			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	52.48			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	15.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	14.24			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	18.74			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	37.47			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	42.70			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	99.70			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	14.99			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	16.49			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	17.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	41.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	44.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	79.98			
Baker & Taylor				16917	01/12/22	<u>2,758.29</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	9.60			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	14.24			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	196.62			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	27.73			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.46			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	73.94			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.73			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	4.75			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.24			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	24.22			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	58.93			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	7.90			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	13.49			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	37.33			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	108.50			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	70.58			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	10.11			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	252.91			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	206.12			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	112.21			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	64.40			
10-0-5120	Library Supplies	Baker & Taylor	19.67			
10-0-5120	Library Supplies	Baker & Taylor	26.93			
10-0-5120	Library Supplies	Baker & Taylor	2.10			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	2.12			
10-0-5120	Library Supplies	Baker & Taylor	3.16			
10-0-5120	Library Supplies	Baker & Taylor	0.07			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.04			
10-0-5120	Library Supplies	Baker & Taylor	10.47			
10-0-5120	Library Supplies	Baker & Taylor	6.30			
10-0-5120	Library Supplies	Baker & Taylor	0.72			
10-0-5120	Library Supplies	Baker & Taylor	26.64			
10-0-5120	Library Supplies	Baker & Taylor	56.68			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	1,073.86			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	164.55			
Midwest Tape				16918	01/12/22	<u>1,007.42</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	23.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	31.48			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	11.24			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	33.72			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	193.30			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	65.22			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	122.94			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	23.23			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	50.00			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	9.90			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	20.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	87.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	29.99			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	21.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	69.98			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	44.99			
Baker & Taylor				16919	01/12/22	<u>2,078.52</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	182.68			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	180.45			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	28.48			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	25.15			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	28.48			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	24.78			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	87.42			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	49.70			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	27.73			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.21			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	11.24			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	69.67			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	51.76			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	41.83			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	29.34			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	136.45			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	220.29			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	46.31			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	93.74			
10-0-5120	Library Supplies	Baker & Taylor	20.99			
10-0-5120	Library Supplies	Baker & Taylor	22.15			
10-0-5120	Library Supplies	Baker & Taylor	4.31			
10-0-5120	Library Supplies	Baker & Taylor	1.82			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.05			
10-0-5120	Library Supplies	Baker & Taylor	2.12			
10-0-5120	Library Supplies	Baker & Taylor	0.76			
10-0-5120	Library Supplies	Baker & Taylor	2.10			
10-0-5120	Library Supplies	Baker & Taylor	1.52			
10-0-5120	Library Supplies	Baker & Taylor	7.37			
10-0-5120	Library Supplies	Baker & Taylor	2.83			
10-0-5120	Library Supplies	Baker & Taylor	0.37			
10-0-5120	Library Supplies	Baker & Taylor	14.34			
10-0-5120	Library Supplies	Baker & Taylor	36.08			
10-0-5120	Library Supplies	Baker & Taylor	21.84			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	398.84			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	150.57			
Warehouse Direct				16932	01/26/22	<u>745.31</u>
70-0-5725	Janitorial Supplies	INV# 5143948-0	262.50			
70-0-5725	Janitorial Supplies	INV# 5142746-0	358.96			
70-0-5725	Janitorial Supplies	INV# 5151419-0	123.85			
Ntiva				16933	01/26/22	<u>2,400.20</u>
10-0-5135	LAN Management	INV# 23906	2,400.20			
VILLAGE OF NORTHFIELD				16934	01/26/22	<u>5,516.91</u>
70-2-5159	Northfield Lease	INV# 0921LIB	5,516.91			
BIBLIOTHECA, LLC				16935	01/26/22	<u>926.07</u>
10-1-5345	Books-Digital-Winnetka	INV# INV-US51077	926.07			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
DE LAGE LANDEN FINANCIALSVCS.				16936	01/26/22	<u>1,868.47</u>
70-0-5746	Photocopier Leases	INV# 75122584	1,868.47			
QUILL CORPORATION				16937	01/26/22	<u>34.29</u>
10-0-5120	Library Supplies	INV# 22067889	26.39			
10-0-5121	Office Supplies	INV# 22315375	7.90			
DELTA DENTAL PLAN OF ILLINOIS				16938	01/26/22	<u>1,364.48</u>
10-0-5110	Salaries	INV# 1528030	1,364.48			
COOPERATIVE COMPUTER SERVICES				16939	01/26/22	<u>19,927.77</u>
10-0-5132	CCS Operating	INV# 1949	19,927.77			
ROTARY CLUB OF WINNETKA-NORTHFIELD				16940	01/26/22	<u>250.00</u>
10-0-5731	Memberships	INV# 3957, 4087	250.00			
VILLAGE OF WINNETKA				16941	01/26/22	<u>26,724.77</u>
10-0-5111	Health Insurance	INV# 2022-01	26,724.77			
CIVICTechnologies				16942	01/26/22	<u>900.00</u>
10-0-5743	Other Consultations	INV# WN10	900.00			
Baker & Taylor				16943	01/26/22	<u>1,591.49</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	28.48			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	24.78			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	87.42			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	180.45			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	25.15			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	13.49			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	49.70			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	28.48			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	69.67			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	51.76			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	27.73			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.21			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	11.24			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	220.29			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	93.74			
10-0-5120	Library Supplies	Baker & Taylor	1.05			
10-0-5120	Library Supplies	Baker & Taylor	2.12			
10-0-5120	Library Supplies	Baker & Taylor	0.76			
10-0-5120	Library Supplies	Baker & Taylor	2.10			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Baker & Taylor	1.52			
10-0-5120	Library Supplies	Baker & Taylor	7.37			
10-0-5120	Library Supplies	Baker & Taylor	22.15			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	4.31			
10-0-5120	Library Supplies	Baker & Taylor	1.82			
10-0-5120	Library Supplies	Baker & Taylor	2.83			
10-0-5120	Library Supplies	Baker & Taylor	0.37			
10-0-5120	Library Supplies	Baker & Taylor	20.99			
10-0-5120	Library Supplies	Baker & Taylor	21.84			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	398.84			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	150.57			
Midwest Tape				16944	01/26/22	<u>23.24</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	23.24			
Baker & Taylor				16945	01/26/22	<u>2,228.14</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	130.91			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	485.00			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	30.47			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	120.01			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	16.92			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	566.02			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	213.56			
10-0-5120	Library Supplies	Baker & Taylor	10.30			
10-0-5120	Library Supplies	Baker & Taylor	47.79			
10-0-5120	Library Supplies	Baker & Taylor	26.51			
10-0-5120	Library Supplies	Baker & Taylor	70.09			
10-0-5120	Library Supplies	Baker & Taylor	2.06			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	428.04			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	80.46			
Midwest Tape				16946	01/26/22	<u>1,033.59</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	29.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	28.48			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	139.44			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	6.74			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	37.48			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	29.99			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	68.96			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	59.23			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	4.90			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	15.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	22.50			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	69.98			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	435.91			
Baker & Taylor				16947	01/26/22	<u>3,578.67</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	27.96			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	91.30			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	35.80			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	10.16			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	38.96			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	11.29			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	251.18			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	295.12			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	293.07			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	798.11			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	286.07			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	64.90			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	156.37			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	264.67			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	103.26			
10-0-5120	Library Supplies	Baker & Taylor	29.47			
10-0-5120	Library Supplies	Baker & Taylor	12.90			
10-0-5120	Library Supplies	Baker & Taylor	68.03			
10-0-5120	Library Supplies	Baker & Taylor	19.22			
10-0-5120	Library Supplies	Baker & Taylor	29.24			
10-0-5120	Library Supplies	Baker & Taylor	25.97			
10-0-5120	Library Supplies	Baker & Taylor	17.98			
10-0-5120	Library Supplies	Baker & Taylor	3.67			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	487.74			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	146.07			
Midwest Tape				16948	01/26/22	<u>1,336.11</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	27.98			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	140.19			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	66.71			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	89.97			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	22.49			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	14.99			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	21.74			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	100.44			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	175.41			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	64.46			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	21.74			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	89.97			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	11.24			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	76.45			
10-0-5120	Library Supplies	Midwest Tape	15.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	17.40			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	12.50			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	22.50			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	74.98			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	59.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	114.97			
Baker & Taylor				16949	01/26/22	<u>4,305.49</u>
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	26.98			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	24.40			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	54.71			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	108.39			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	22.39			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	6.21			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	7.34			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	94.86			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	77.55			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	37.14			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	11.99			
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	142.31			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5440	Books-Fiction-Juv-Winnetka	Baker & Taylor	5.35			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	71.31			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	26.98			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	26.98			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	8.91			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	42.84			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	32.19			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	9.60			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	26.98			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	68.20			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	53.45			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	20.76			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.24			
10-2-5440	Books-Fiction-Juv-Northfield	Baker & Taylor	14.24			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	11.27			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	58.10			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Baker & Taylor	2.97			
10-2-5441	Books-Non-Fiction, Easy, & JH-Northfield	Baker & Taylor	127.70			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	248.58			
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	198.01			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	314.71			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	31.07			
10-0-5120	Library Supplies	Baker & Taylor	15.69			
10-0-5120	Library Supplies	Baker & Taylor	4.17			
10-0-5120	Library Supplies	Baker & Taylor	36.94			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	3.16			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	1.05			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-0-5120	Library Supplies	Baker & Taylor	0.34			
10-0-5120	Library Supplies	Baker & Taylor	0.03			
10-0-5120	Library Supplies	Baker & Taylor	30.20			
10-0-5120	Library Supplies	Baker & Taylor	10.57			
10-0-5120	Library Supplies	Baker & Taylor	22.73			
10-0-5120	Library Supplies	Baker & Taylor	2.54			
10-0-5120	Library Supplies	Baker & Taylor	25.75			
10-0-5120	Library Supplies	Baker & Taylor	23.53			
10-0-5120	Library Supplies	Baker & Taylor	17.49			
10-0-5120	Library Supplies	Baker & Taylor	4.99			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Baker & Taylor	17.81			
10-0-5120	Library Supplies	Baker & Taylor	18.01			
10-0-5120	Library Supplies	Baker & Taylor	26.61			
10-0-5120	Library Supplies	Baker & Taylor	1.05			
10-0-5120	Library Supplies	Baker & Taylor	4.23			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	1.39			
10-0-5120	Library Supplies	Baker & Taylor	1.06			
10-0-5120	Library Supplies	Baker & Taylor	2.10			
10-0-5120	Library Supplies	Baker & Taylor	2.11			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	342.78			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	477.03			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	342.71			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Baker & Taylor	415.11			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	178.10			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	107.04			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	33.89			
10-2-5341	Books-Non-Fiction-Adult-Northfield	Baker & Taylor	99.18			
Midwest Tape				16950	01/26/22	<u>1,855.55</u>
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	53.20			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	7.49			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	228.65			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	268.37			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	65.97			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	75.72			
10-1-5343	DVDs-Adult-Winnetka	Midwest Tape	22.49			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	128.94			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	22.49			
10-2-5343	DVDs-Adult-Northfield	Midwest Tape	161.93			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	26.99			
10-1-5443	DVDs-Juv-Winnetka	Midwest Tape	89.96			
10-2-5443	DVDs-Juv-Northfield	Midwest Tape	52.47			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	17.30			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-0-5120	Library Supplies	Midwest Tape	35.00			
10-0-5120	Library Supplies	Midwest Tape	25.00			
10-0-5120	Library Supplies	Midwest Tape	37.30			
10-0-5120	Library Supplies	Midwest Tape	10.00			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	17.40			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	2.50			
10-0-5120	Library Supplies	Midwest Tape	5.00			
10-0-5120	Library Supplies	Midwest Tape	12.50			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5120	Library Supplies	Midwest Tape	7.50			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	109.97			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	84.98			
10-1-5344	Audio Books-Adult-Winnetka	Midwest Tape	39.99			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	11.99			
10-1-5444	Audio Books-Juv-Winnetka	Midwest Tape	26.99			
10-2-5344	Audio Books-Adult-Northfield	Midwest Tape	164.96			
Baker & Taylor				16951	01/26/22	<u>262.16</u>
10-1-5340	Books-Fiction-Adult-Winnetka	Baker & Taylor	184.37			
10-2-5340	Books-Fiction-Adult-Northfield	Baker & Taylor	63.27			
10-0-5120	Library Supplies	Baker & Taylor	14.52			
COMCAST				16966	01/31/22	<u>69.95</u>
10-0-5176	Internet Services	COMCAST	69.95			
CALL ONE				16967	01/31/22	<u>62.62</u>
10-1-5175	Telephone - Winnetka	CALL ONE	62.62			
NATIONWIDE RETIREMENT SOLUTIONS				16968	01/31/22	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
COMCAST				16969	01/31/22	<u>314.95</u>
10-0-5176	Internet Services	COMCAST	314.95			
NICOR				16970	01/31/22	<u>273.53</u>
10-2-5174	Natural Gas - Northfield	NICOR	273.53			
First Bankcard				16971	01/31/22	<u>6,345.51</u>
10-1-5343	DVDs-Adult-Winnetka	Mall - Amazon - materials	38.00			
10-1-5343	DVDs-Adult-Winnetka	Mall - Amazon - materials	12.99			
10-1-5343	DVDs-Adult-Winnetka	Mall - Amazon - materials	203.98			
10-1-5343	DVDs-Adult-Winnetka	Mall - Amazon - materials	10.99			
10-1-5343	DVDs-Adult-Winnetka	Mall - Amazon - materials	28.94			
10-1-5343	DVDs-Adult-Winnetka	Mall - Amazon - materials	50.38			
10-1-5343	DVDs-Adult-Winnetka	Mall - Amazon - materials	7.98			
10-1-5440	Books-Fiction-Juv-Winnetka	Garrity - Amazon - youth fiction added	81.18			
10-0-5134	Software	Mall - Zoom - monthly fee	124.97			
10-0-5134	Software	Swenson - Adobe - Creative Cloud	278.91			
10-1-5441	Books-Non-Fiction, Easy, & JH-Winnetka	Garrity - Mattel - STEAM kit parts	21.20			
10-0-5177	Technology - Website	Swenson - Linode - website hosting	25.00			
10-0-5177	Technology - Website	Swenson - Vimeo - subscription for board video	84.00			
10-0-5721	PR Promotional	Quish - Amazon - puzzles	33.98			
10-1-5443	DVDs-Juv-Winnetka	Garrity - Amazon - youth DVD	9.99			
10-0-5723	PR Supplies	Quish - Vistaprint - business cards & bookmarks	126.67			
10-0-5723	PR Supplies	Quish - HP.com - credit for taxes	-67.00			
10-0-5723	PR Supplies	Quish - Amazon - laminating pouches	38.11			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-0-5724	PR Marketing/Advertising Staff	Quish - Facebook - ad	11.80			
10-0-5732	Recognition/Events/Meetings Staff	Volny - Amazon - retirement party gift	45.28			
10-0-5732	Recognition/Events/Meetings Staff	Volny - Marianos - retirement party food	65.22			
10-0-5732	Recognition/Events/Meetings Staff	Volny - Party City - retirement party supplies	29.77			
10-0-5732	Recognition/Events/Meetings Staff	Dombrowski - Panera bread - breakfast	294.67			
10-0-5732	Recognition/Events/Meetings Staff	Dombrowski - Amazon - holiday gifts	35.48			
10-0-5732	Recognition/Events/Meetings Staff	Dombrowski - Grand Food Center - cream	13.88			
10-0-5736	Legal	Dombrowski - USPS - overnight doc for attorney	27.10			
10-1-5340	Books-Fiction-Adult-Winnetka	Morgan - Amazon - collection development	14.20			
10-1-5340	Books-Fiction-Adult-Winnetka	Mall - Amazon - materials	28.35			
10-2-5340	Books-Fiction-Adult-Northfield	Morgan - Amazon - collection development	14.20			
10-0-5908	Programming - Adult	Mall - Illinois Humanities - program fee	75.00			
10-0-5908	Programming - Adult	Dombrowski - Target - board games	20.99			
10-0-5908	Programming - Adult	Dombrowski - Target - board games	209.33			
10-0-5910	Studio Maintenance/Repair	Kline - Amazon - single hole punch	6.59			
10-0-5910	Studio Maintenance/Repair	Kline - Epilog - laser parts	32.00			
10-0-5910	Studio Maintenance/Repair	Kline - Sherwin Williams - tax exemption refund	-15.62			
10-0-5910	Studio Maintenance/Repair	Kline - Quilter's Destination - Janome Repair	633.07			
10-0-5114	Conferences	Morgan - ACR - PLA conference registration	465.00			
10-0-5120	Library Supplies	Morgan - Amazon - white board	39.98			
10-0-5120	Library Supplies	Mall - Amazon - tech services supplies	121.80			
10-0-5120	Library Supplies	Dombrowski - Amazon - batteries	26.39			
70-0-5740	Snow Removal	Dombrowski - Arlington Power Equipment - salt	764.74			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Amazon - materials	17.98			
10-1-5341	Books-Non-Fiction-Adult-Winnetka	Mall - Amazon - materials	20.88			
10-0-5121	Office Supplies	Dombrowski - Amazon - director planning supplies	22.47			
10-0-5121	Office Supplies	Dombrowski - Amazon - director planning supplies	22.21			
10-0-5906	Programming - Studio	Kline - Amazon - 3d printer filament	55.94			
10-0-5906	Programming - Studio	Kline - Amazon - 3d printer filament	22.99			
10-0-5906	Programming - Studio	Kline - Red Rock Threads - embroidery stabilizer	88.90			
10-0-5906	Programming - Studio	Kline - Amazon - materials for program	40.29			
10-1-5445	Video Games-Juv-Winnetka	Garrity - Amazon - youth video games	117.69			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
10-1-5445	Video Games-Juv-Winnetka	Garrity - Amazon - youth video games	42.99			
10-1-5445	Video Games-Juv-Winnetka	Garrity - Amazon - youth video games	111.93			
10-1-5445	Video Games-Juv-Winnetka	Garrity - Amazon - youth video games	69.98			
10-1-5445	Video Games-Juv-Winnetka	Garrity - Amazon - youth video games	29.99			
10-0-5884	Equipment/Furniture	Dombrowski - Amazon - staff only sign	18.94			
10-0-5884	Equipment/Furniture	Dombrowski - Amazon - newspaper holder	45.80			
10-0-5884	Equipment/Furniture	Dombrowski - Zoom - monthly fee	14.99			
10-0-5884	Equipment/Furniture	Dombrowski - Amazon - coat rack	29.85			
10-0-5898	Miscellaneous	Volny - Amazon - accidental purchase	60.47			
10-0-5898	Miscellaneous	Volny - Amazon - accidental purchase	65.36			
10-0-5898	Miscellaneous	Volny - Amazon - accidental purchase credit	-14.03			
10-0-5898	Miscellaneous	Volny - Amazon - accidental purchase credit	-21.59			
10-0-5898	Miscellaneous	Volny - Amazon - accidental purchase credit	-24.85			
10-0-5907	Programming - Youth	Morgan - Amazon - youth programming supplies	121.80			
10-0-5907	Programming - Youth	Morgan - Amazon - youth programming supplies	199.76			
10-0-5907	Programming - Youth	Garrity - Amazon - departmental supplies	23.11			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	8.96			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	333.79			
10-0-5907	Programming - Youth	Garrity - Amazon - departmental supplies	10.19			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	67.26			
10-0-5907	Programming - Youth	Garrity - Etsy - programming supplies	4.00			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	6.97			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	52.89			
10-0-5907	Programming - Youth	Garrity - Amazon - departmental supplies	52.77			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	24.94			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	162.88			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	4.99			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	47.98			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	5.10			
10-0-5907	Programming - Youth	Garrity - Target - programming supplies	125.61			
10-0-5907	Programming - Youth	Garrity - Staples - programming supplies	31.98			
10-0-5907	Programming - Youth	Garrity - Jewel - programming supplies	94.52			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	32.50			
10-0-5907	Programming - Youth	Garrity - Amazon - programming supplies	24.84			

Winnetka-Northfield Public Library District

Check Register

All Bank Accounts

January 1, 2022 - January 31, 2022

Payee/Account #	Account Description	Description	Amount	Check Number	Check Date	Check Amount
VILLAGE OF WINNETKA				16972	01/31/22	<u>2,510.79</u>
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	58.00			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	1,885.72			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	182.40			
10-1-5171	Electricity - Winnetka	VILLAGE OF WINNETKA	48.64			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	75.60			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	31.47			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	2.00			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	72.25			
10-1-5172	Water - Winnetka	VILLAGE OF WINNETKA	21.55			
10-1-5173	Storm Sewer - Winnetka	VILLAGE OF WINNETKA	133.16			
NATIONWIDE RETIREMENT SOLUTIONS				16973	01/31/22	<u>1,375.00</u>
10-0-2040	457 withholding	NATIONWIDE RETIREMENT SOLUTIONS	1,375.00			
PITNEY BOWES				16974	01/31/22	<u>100.00</u>
10-0-5123	Postage	PITNEY BOWES	100.00			
NORTH SHORE GAS				16975	01/31/22	<u>2,443.04</u>
10-1-5174	Natural Gas - Winnetka	NORTH SHORE GAS	2,443.04			
VILLAGE OF NORTHFIELD				16976	01/31/22	<u>269.50</u>
10-2-5172	Water - Northfield	VILLAGE OF NORTHFIELD	269.50			
Check List Total						<u><u>171,234.41</u></u>

JANUARY 2022 DIRECTOR'S REPORT

Staff Updates

- Anniversaries: Betsy Griebenow (6 years), Nancy Stern (6 years), Stephanie Gonzales-Diaz (2 years)

General News

- We had 275 finishers for our first Winter Reading Challenge and great feedback on the program.
- As part of our MLK Day of Service, we donated more than 375 items to the New Trier Township Food Pantry as well as 80 crafts for our various "Craft & Give Back" partners.

Finances (Target = 58.33% based on 7 months into our fiscal year)

- We are at 47.45% of our expected operating revenues, which follows our typical annual pattern.
- We are at 59.72% of our budgeted operating expenses due to our capital projects.

Programming

Youth

Category	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Programs	15	80	-81.25%	202	477	-57.65%
Live Attendees	157	1,912	-91.79%	2,953	10,451	-71.74%
Recording Attendees	5	0	n/a	404	0	n/a

Highlights

Cartooning for Kids	Presenter Sam Younis taught tweens a lesson in cartooning.
Stuffed Animal Sleepover	27 stuffed animals spent the night exploring the library's nooks & crannies.

Adults

Category	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Programs	22	26	-15.38%	122	193	-36.79%
Live Attendees	431	270	59.63%	1,845	2,128	-13.30%
Recording Attendees	42	0	n/a	133	0	n/a

Highlights

The Great British Baking Tour	Claire Evans guided attendees on a culinary tour of the UK inspired by the Great British Baking Show.
In the Belly of the Beast: Dr. Martin Luther King Jr in Chicago	Historian Clarence Goodman explored the rise of race issues in the city and how Dr. King pushed for better living conditions.

Winter Reading Challenge

Category	FY21-22 YTD	FY19-20 YTD	FY % +/-
Youth Participants	137	-	n/a
Adult Participants	138	-	n/a

Studio (Digital Services)

Category	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Appointments	74	n/a	n/a	491	n/a	n/a
Programs	9	n/a	n/a	66	n/a	n/a
Attendees	187	n/a	n/a	620	n/a	n/a

Highlights

Mason Jar Hot Cocoa Jars	Patrons personalized mason jars for National Hot Cocoa Day, then filled their jars with ingredients to create their own special mix.
Retouching Your Old Photographs	Patrons learned to doctor their faded and damaged photos using Photoshop to bring them back to life.

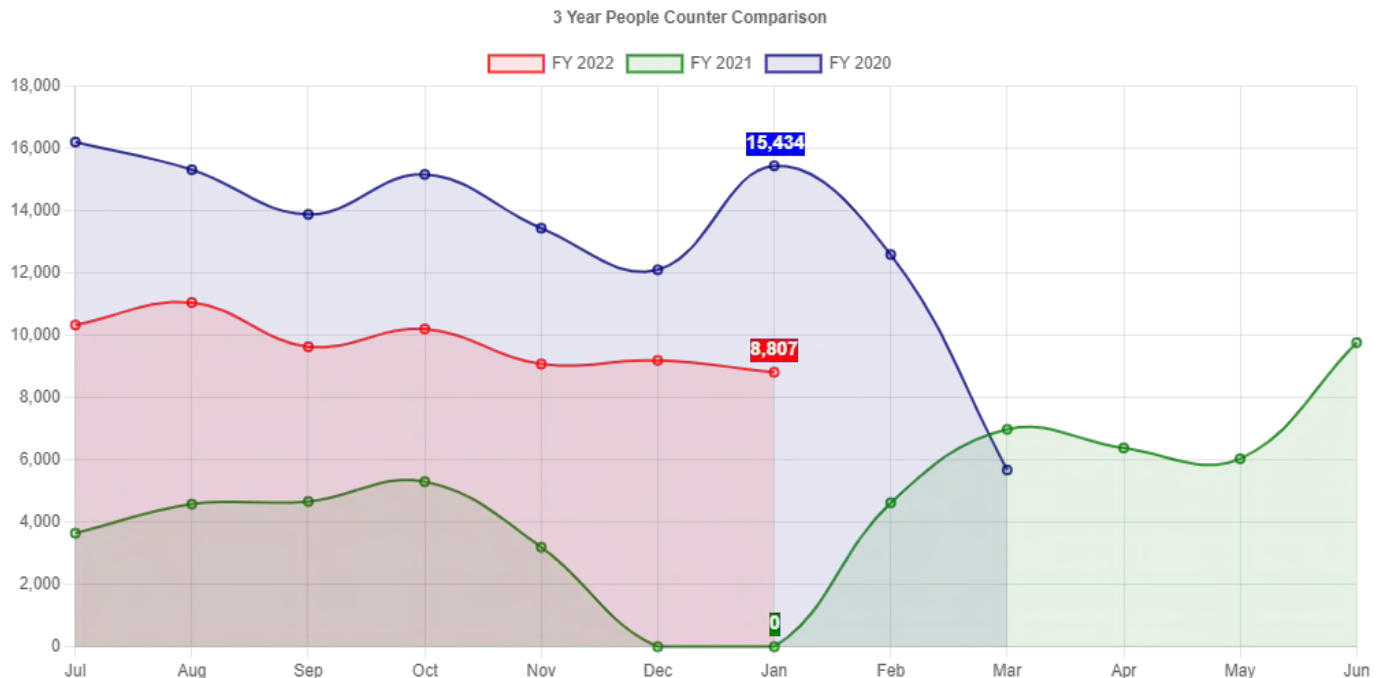
Community Engagement (Outreach)

Category	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Youth Events	0	0	-	12	0	-
Youth Attendance	0	0	-	773	0	-
Adult Events	2	0	-	6	0	-
Adult Attendance	13	0	-	35	0	-
Family Events	0	0	-	17	0	-
Family Attendance	0	0	-	1,011	0	-

Services

Visitors

Location	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	6,249	10,009	-37.57%	49,100	63,308	-22.44%
Northfield	2,558	5,425	-52.85%	19,163	38,191	-49.82%
Total	8,807	15,434	-42.94%	68,263	101,499	-32.75%



Notes: Visitor/programming numbers were impacted by COVID this month (youth programs under 5, New Trier final exams). Winnetka closed 2 days (holiday and 1/28 snowstorm) and Northfield closed 1 (holiday).

Curbside Pick Ups

Location	22JAN	FY21-22 YTD
Winnetka	33	139
Northfield	16	72
Total	49	211

Patron Interactions

Category	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Adult	2,344	1,888	24.15%	17,544	13,358	31.34%
Youth	426	544	-21.69%	3,327	3,982	-16.45%
Digital Services	182	334	-45.51%	1,094	3,467	-68.45%
Total	2,952	2,766	6.72%	21,965	20,807	5.57%

Public Computer Usage

Location	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	310	843	-63.23%	2,905	7,458	-61.05%
Northfield	169	581	-70.91%	1,288	4,302	-70.06%
Total	479	1,424	-66.36%	4,193	11,760	-64.35%

Hotspot Usage

Location	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka Sessions	25,106	28,339	-11.41%	143,763	151,058	-4.83%
Northfield Sessions	4,299	4,786	-10.18%	32,608	45,269	-27.97%
Total Sessions	29,405	33,125	-11.23%	176,371	196,327	-10.16%
Winnetka Bandwidth	336 GB	1,221 GB	-72.50%	2,170 GB	5,165 GB	-57.99%
Northfield Bandwidth	47 GB	190 GB	-75.29%	607 GB	2,073 GB	-70.75%
Total Bandwidth	383 GB	1,411 GB	-72.88%	2,777 GB	7,239 GB	-61.64%

Website/App Usage

Activity	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Website Visits	8,769	9,922	-11.62%	58,274	64,015	-8.97%
Active App Users	628	-	-	-	-	-

Email Reach/Cardholder Penetration

22JAN Subscribers	% Cardholders	Total Cardholders	New Cards	Click Rate	Open Rate
10,322	80.09%	12,651	67	2%	49%

Note: Industry averages for not-for-profits = 1% Click Rate, 22% Open Rate

Collections

PHYSICAL ADULT (BY TYPE)

Material Type	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Books	8,515	10,680	-20.27%	59,952	72,913	-17.78%
Book - Fiction	4,456	5,388	-17.26%	33,718	39,137	-13.85%
Book - Nonfiction	4,057	5,292	-23.34%	26,234	33,776	-22.33%
Audiobook - CD	267	683	-60.91%	2,167	5,251	-58.73%
Music CD	139	199	-30.15%	884	1,031	-14.26%
Playaway	38	141	-73.05%	412	1,282	-67.86%
DVD/Blu-Ray	3,268	5,887	-44.49%	21,316	40,290	-47.09%
Magazine	172	172	0.00%	1,352	1,092	23.81%
Videogame	29	17	70.59%	172	72	138.89%
Devices	12	11	9.09%	71	143	-50.35%
Non-CCS ILL	31	44	-29.55%	258	243	6.17%
Sent Out	1,567	1,381	13.47%	9,387	7,852	19.55%
Total	14,039	19,219	-26.95%	95,991	130,201	-26.27%

PHYSICAL YOUTH (BY TYPE)

Material Type	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Books	12,713	12,557	1.24%	94,656	92,934	1.85%
Book - Fiction	10,613	10,439	1.67%	81,737	79,846	2.37%
Book - Nonfiction	2,100	2,118	-0.85%	12,919	13,088	-1.29%
Audiobook - CD	30	73	-58.90%	388	622	-37.62%
Music CD	55	113	-51.33%	223	782	-71.48%
Playaway	164	261	-37.16%	1,380	2,396	-42.40%
DVD/Blu-Ray	775	2,412	-67.87%	7,038	18,937	-62.83%
Videogame	210	3	6,900.00%	1,072	19	5,542.11%
Vox Reader	206	-	-	1,383	-	-
Other	76	25	204.00%	870	313	177.96%
STEAM Kits	39	24	62.50%	220	191	15.18%
Total	14,268	15,468	-7.76%	107,236	116,194	-7.71%

PHYSICAL ADULT (BY LOCATION)

Location	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	9,977	12,827	-22.22%	67,795	86,376	-21.51%
Northfield	4,062	6,392	-36.45%	28,196	43,825	-35.66%

PHYSICAL YOUTH (BY LOCATION)

Location	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Winnetka	11,502	11,010	4.47%	83,375	84,290	-1.09%
Northfield	2,766	4,458	-37.95%	23,861	31,904	-25.21%

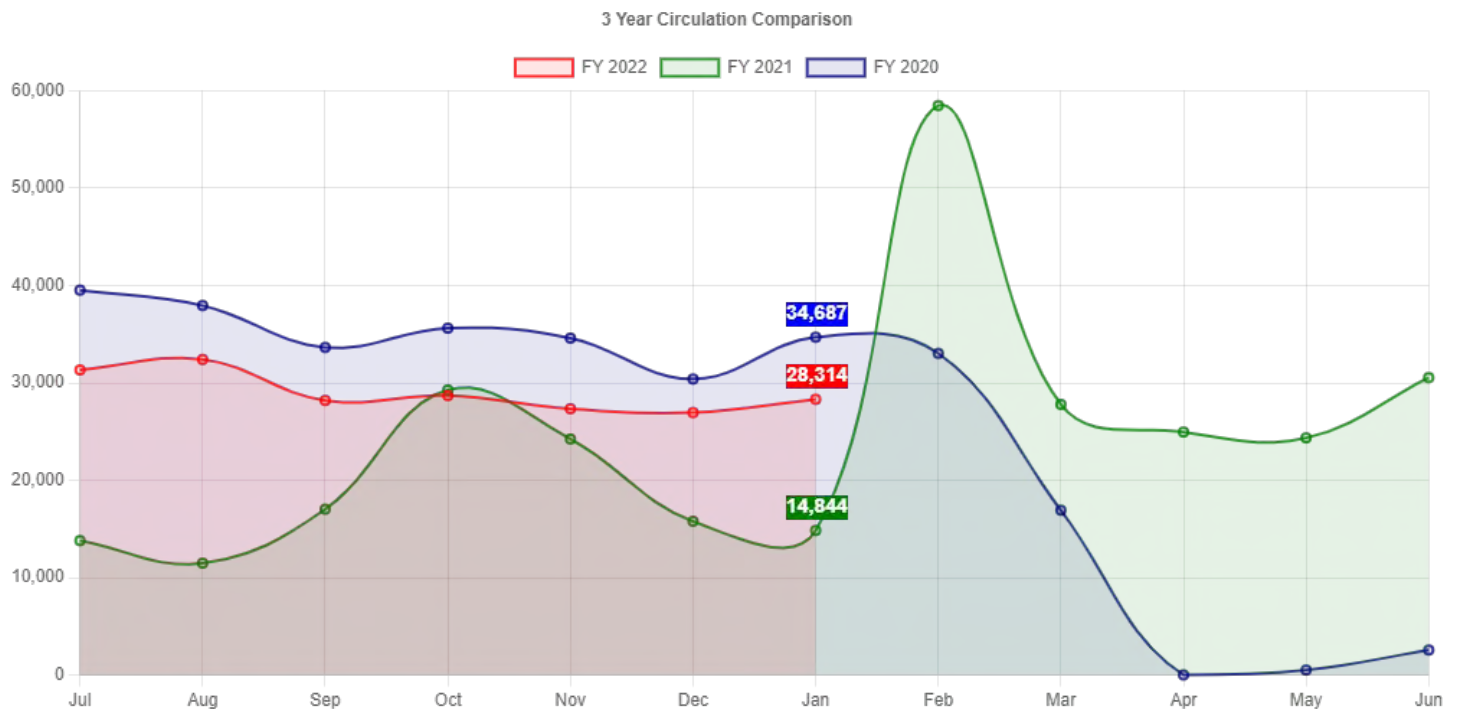
PHYSICAL MISCELLANEOUS

Lending Type	22JAN	20JAN	Mo. & +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
Kenilworth Patrons	1,234	1,448	-14.78%	10,833	10,444	3.72%
Borrowed from Other Libraries	2,185	2,143	1.96%	13,001	12,204	6.53%

TOTAL PHYSICAL CIRCULATION

22JAN Physical Circulation	20JAN Physical Circulation	Net Change
28,307	34,687	-18.39%

FY22-22 YTD Physical Circulation	FY19-20 YTD Physical Circulation	Net Change
203,227	246,395	-17.52%



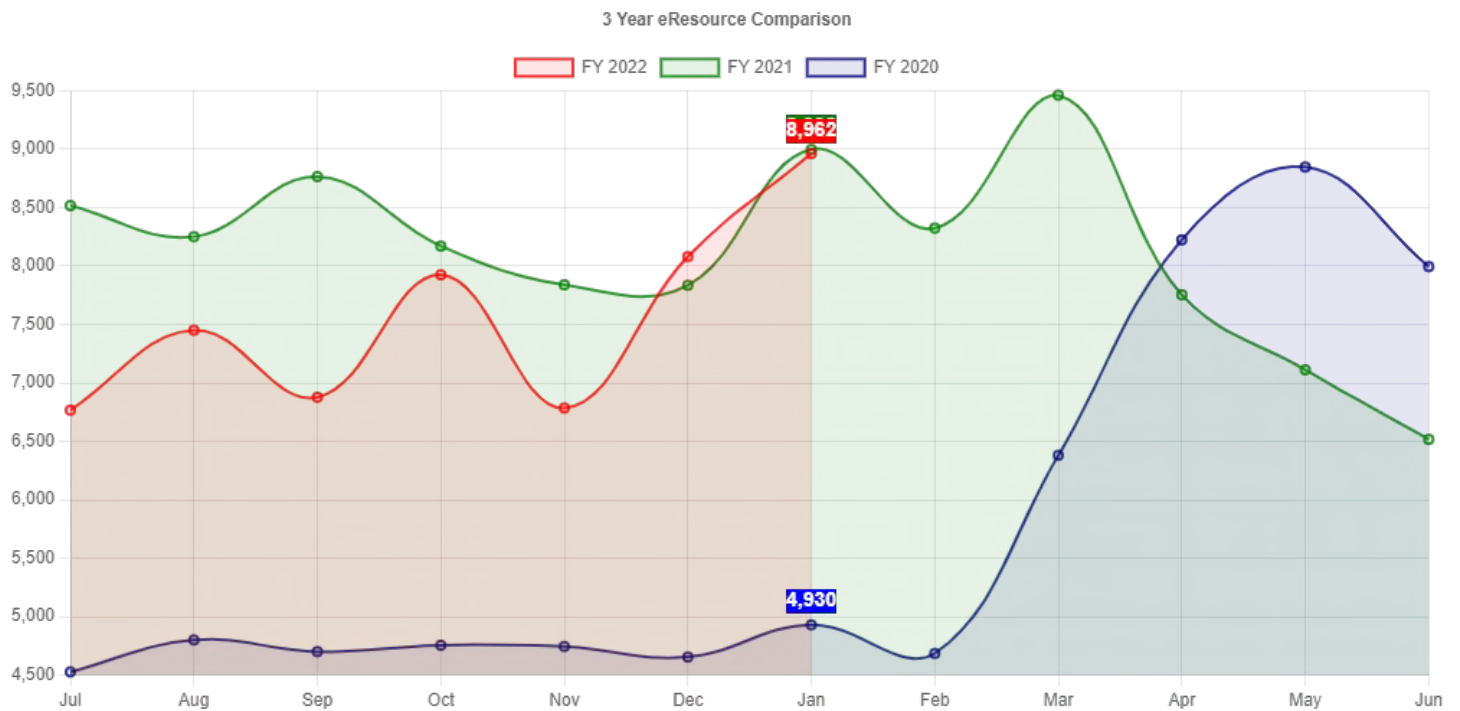
Notes

Adult: Physical circulation increased by 2% over December. Hot items this month were travel guides (up 68%), cookbooks (up 28%), and Blu-Rays (up 12%).

Youth: Physical circulation was higher than January 2020 and non-fiction circulation was only 18 books short of pre-pandemic levels.

DIGITAL CIRCULATION

Material Type	22JAN	20JAN	Mo. % +/-	FY21-22 YTD	FY19-20 YTD	FY % +/-
eBooks	4,314	2,716	98.25%	24,918	13,896	79.32%
eAudiobooks	2,755	1,412	95.11%	17,042	8,875	92.02%
eMagazines	1,293	1,065	21.41%	7,349	8,449	-13.02%
eVideos	547	211	159.24%	3,280	1,381	137.51%
eMusic	53	66	-19.70%	258	510	-49.41%
Total	8,962	4,930	81.78%	52,847	33,111	59.61%

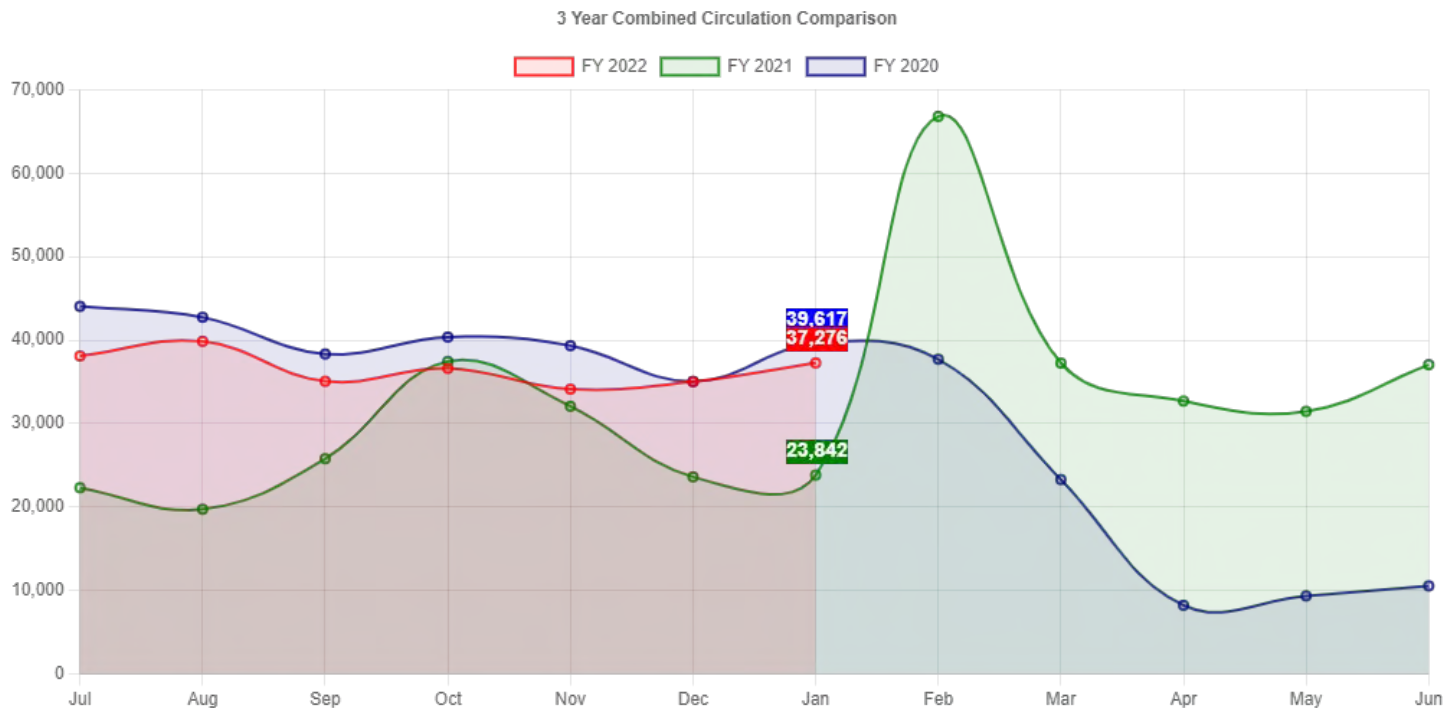


Notes: Adult eBook circulation hit an all-time high this month.

TOTAL DISTRICT CIRCULATION

22JAN District Circulation	20JAN District Circulation	Net Change
37,269	39,617	-5.93%

FY21-22 YTD District Circulation	FY19-20 YTD District Circulation	Net Change
256,074	279,506	-8.38%



Impact Stories

- **Adult Services:** A patron who took our Chair Yoga class wrote, *"The series of Chair Yoga is excellent! I am 76 years old and it helps me so much to get going for the rest of the day!"*
- **Youth Services:** Youth Services received lots of praise this month from parents who were impressed at how quickly they were able to pivot to provide in-person, virtual, and take-home programming based on the fluctuation in COVID numbers. It's incredibly difficult to do all of those simultaneously and the community was appreciative of their ability to continue offering something for everyone.
- **Digital Services:** A patron came in to tell us that she tried the embroidery machine in the Studio a while ago and loved it. Though initially intimidated, she found the process was so simple that she ended up purchasing a machine for her home and used it to start a small business, now with multiple machines!
- **Customer Relations:** Several patrons have stopped in to compliment us on our new statue! Comments include, *"I love the new statue," "Such a cute addition to a lovely area,"* and *"The new statue outside perfectly sums up the library."*
- **Northfield Branch:** The Northfield Branch was able to provide in-person library services during the 1/28 snowstorm despite the fact that the Winnetka Library had to remain closed.

Public Comments Policy

The Board of Trustees of the Winnetka-Northfield Public Library District encourages and is interested in hearing from the public and provides the opportunity for the public to speak during the Public Comment section of the meeting.

The following rules shall govern speakers who address the Board:

1. Speakers may share their comments in person or virtually. Individuals who cannot attend due to a disability or who require disability related accommodations to allow them to share their comments are asked to contact the library in advance, if possible, to allow the library to try to arrange reasonable accommodations.
2. Members of the public wishing to speak in person are urged but not required to sign in with the Library Director or Board President prior to the commencement of the Board Meeting and provide their name, address and topic on which they wish to speak. If applicable, the individual will provide the organization or association with which they are affiliated.
3. Public participation and comment will be permitted during the "Public Comment" portion of the Agenda.
4. The Board President or person presiding over the meeting will ask if anyone wishes to address the Board and will determine the order in which the speakers are recognized. In order to promote effective and efficient "Public Comment," preference will be given to speakers who sign in.
5. The time allowed for each person to speak will be three (3) minutes. Speakers are asked to strictly adhere to time allocated and to be brief and to the point.
6. Speakers may provide written comments to the Board. Requests to append written statements or correspondence to the meeting minutes will not be honored as meeting minutes are a summary of the Board's discussion and actions. Written materials presented to the Board may be included in the Board's files but will not be attached to the meeting minutes. All meetings are recorded, and the recordings are posted on the library website following the meetings.
7. Groups are asked to designate a single spokesperson.
8. Any individual may record statements made during the Public Comment Period; however, recordings should be conducted in such a manner so as not to interfere with the business of the Board.

9. Board members will generally not respond to comments from speakers. The Board President or other presiding officer may respond as appropriate and, for example, ask questions for clarification or direct speakers to the appropriate staff member for assistance. Issues requiring possible action by the Board may be added to a future agenda. Issues that may need to be addressed by the administration will be duly noted.
10. Individuals addressing the Board must at all times adhere to the library policies and other rules as may be necessary for the efficient and orderly conduct of the meeting.
11. Members of the public should not discuss individual personnel issues or confidential patron matters, and the speakers' concerns or comments should be limited to library business. Comments on the performance of specific library employees must be addressed to the Library Director separate from the Board meeting. When needed, discussion with the Board about an employee will be held in closed Executive Session.
12. All public comment shall be addressed to the Board as a whole and no comments shall be addressed to individual members of the Board, Library staff or other members of the public.
13. Abusive, profane, frivolous, harassing and/or repetitive comments and/or personal attacks will not be permitted and shall promptly be ruled out of order by the President or other presiding officer.
14. The Board vests in the Board President or presiding officer, the authority to terminate the remarks of speakers who fail to adhere to the above rules. Failure to adhere to the above rules or other Library policies may result in removal of the speaker from Library property, if attending a meeting in person.
15. Anyone may address the Board, or any individual member of the Board, in writing at any time using the Board's email address: trustees@winnetkalibrary.org.

The Board of Trustees appreciates all who participate in open and orderly meetings.

THE WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
RESOLUTION NO. 2021-2022/7

RESOLUTION DETERMINING RELEASE OF CLOSED SESSION MINUTES

WHEREAS, the Board of Library Trustees met from time to time in closed session for purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, the Board has determined that the minutes of the closed session meetings listed on the attached Schedule A no longer require confidential treatment and should be made available for public inspection; and

WHEREAS, the Board has determined that a need for confidentiality exists as to the minutes from the closed session meetings listed on the attached Schedule B.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1: The minutes from the closed session meetings listed on the attached Schedule A are hereby released/available for public inspection.

Section 2: This Resolution is in full force and effect from and after its passage.

Passed by the Board the Board of Library Trustees this 21st day of February, 2022.

Ayes: _____
Nays: _____
Absent: _____
Abstaining: _____

Melissa Mitchell, President Board of Trustees
Winnetka-Northfield Public Library District

ATTEST:

Thomas Sundell, Secretary Board of Trustees
Winnetka-Northfield Public Library District

SCHEDULE A

Closed Session Minutes Recommended for Release

Date:

None.

SCHEDULE B

Closed Session Minutes Not Eligible for Release due to a Need for Confidentiality

Date:

January 20, 2020

February 17, 2020

June 15, 2020

THE WINNETKA-NORTHFIELD PUBLIC LIBRARY DISTRICT
RESOLUTION NO. 2021-2022/6

RESOLUTION APPROVING DESTRUCTION OF CLOSED SESSION RECORDINGS

WHEREAS, the Board of Library Trustees met from time to time in closed session for purposes authorized by the Illinois Open Meetings Act; and

WHEREAS, closed session meetings were recorded in accordance with the Open Meetings Act.; and

WHEREAS, the Board may destroy closed session recordings not less than eighteen (18) months after the closed session provided the Board:

1. Approved written minutes of the closed session; and
2. Approves destruction of the recording.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1: The recordings of the closed session meetings listed on the attached Schedule A shall be destroyed promptly by the Library Director.

Section 2: This Resolution is in full force and effect from and after its passage.

Passed by the Board the Board of Library Trustees this 21st day of February 2022.

Ayes: _____
Nays: _____
Absent: _____
Abstaining: _____

Melissa Mitchell, President Board of Trustees
Winnetka-Northfield Public Library District

ATTEST:

Thomas Sundell, Secretary Board of Trustees
Winnetka-Northfield Public Library District

SCHEDULE A

Closed Session Recordings to be Destroyed

Date:

January 20, 2020

February 17, 2020

June 15, 2020